

Govt. Degree College Kulgam (192231)
(NAAC Accredited College)

Minutes of the Meeting

Agenda : Overview/Review of the Quality Initiatives in the college.

Venue : Principal Chamber

Date : 13-07-2023

Participants :

Prof. (Dr.) Eazaz Hussain Rizvi	Chairman (Principal)
Dr. Shabir Ahmad Padder	Convener Advisory Committee
Dr. Mohd Younes Bhat	Coordinator IQAC
Dr. Shazada Ashraf	Member
Dr. Aijaz Ahmad Wani	Member
Mr. Gowher Rashid	Member
Mr. Sajad Ahmad Shah	Member
Mr. Shamem Ah. Hakim	Member
Mr. Haleem Ahmad wani	Member
Dr. Hashim Iqbal	Member
Mr. Irshad Ah. Lone	Member
Dr. Arif Ahmad Malik	Member
Dr. Arif Ahmad Wani	Member
Dr. Mohd Iqbal Rather	Member

An important meeting of the college IQAC and Advisory Committee was convened under the chairmanship of worthy principal, Professor Eazaz Hussain Rezvi on 13th July 2023 in the principal chamber. The agenda of the meeting was to overview/review of the Quality Initiatives initiated/to be initiated in the college. In the outset, worthy principal initiated the discussion on the agenda of the meeting and apprised the participants regarding quality initiatives initiated by the college administration. The members present in the meeting had threadbare discussion on all the pros and cons of the given subject. After the discussion the following points were unanimously resolved which are hereby inked for your kind consideration/approval:

S. No.	Name of the Quality Initiative	Remarks
1.	Academic and Administrative Audit	The academic audit report submitted by the external audit expert shall be circulated for implementation in its true spirit.
2.	NIRF India Ranking Participation	The college stands certified by the concerned agency.
3.	Feedback Mechanism	The convener ICT shall substantiate the feedback

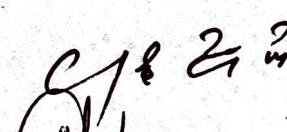







		mechanism of the college.
4.	E-Governance in Documentation	The convener ICT shall substantiate the E-Governance mechanism of the college.
5.	Participation in AISHE Survey	Being followed
6.	Faculty Development Programmes	The IQAC shall initiate the process for conduct of FDP in the college.
7.	Environment Audit, Gender Audit, Energy Audit, Water Audit	The committee is satisfied on the events accomplished so far; however, the IQAC with relevant committees shall initiate the process of doing external green audit.
8.	Student Induction Programme	The committee resolved that in the month of August 2023, the given items shall be strictly followed and relevant action shall be initiated.
9.	Mentor-Mentee Programme	
10.	Student Orientation Programmes	
11.	Orientation Programmes on NAAC Accreditation	The IQAC shall initiate the process
12.	Establishing Innovation Cell	The coordinator of the cell shall come with future action plan and shall brief with the help of documents on the action taken till now.
13.	Initiatives on IPR	The concerned convener shall report to the principal.
14.	Establishing Students wing of IQAC	The IQAC Convener shall initiate the process.
15.	Initiatives for Research Promotion	The Convener Research Committee shall report the principal.
16.	Course learning Outcome Reports/Result Analysis	All the HODs shall prepare the list of documents on the subject and shall report the same to the principal.
17.	Programme on Life Skill Outcome & Gender Inequality	The Departments of Sociology, Psychology and Geography shall initiate the process and report the same.
18.	Parent Teaching Meet	The IQAC shall initiate the process
19.	Capacity Building Workshop for Faculty on E-Content Development	The ICT committee shall initiate and report the same.

20.	Workshop on Art of Writing Research Paper	The IQAC & Research Committee shall initiate the process.
21.	Special Programmes for Advanced and Slow Learners	The IQAC through all the departments shall initiate the process.
22.	Internal Assessment Mechanism	The Coordinator Exams shall prepare the documentation with full action taken report on the subject.
23.	Student Support Facilities	The Convener Development shall prepare the checklist and action taken report on all the facilities in the campus.
24.	Students' Representation in Administration	The IQAC through HODs shall nominate the students.
25.	Welfare Measures for the Staff	The college advisory committee shall figure out the possible measures.
26.	Disabled/Trans Gender Friendly Environment	The concerned Convener shall prepare the action taken report and submit the same.
27.	Footfalls on all places of student services	The incharge/s of all the following facilities- Gymnasium, sports, girls common room, browsing rooms, digital lab, first aid, language lab, GIS lab, reading room, library and Museum shall ensure the footfall and report the same.
28.	Eminent Visitors Register	The IQAC shall initiate the process.
29.	Celebration of all National International days	The convener NSS/NCC/ Debates/seminar shall ensure the same.
30.	Springboard: Preparing Leaders for Tomorrow	The IQAC shall initiate the process.
31.	Conferences/Seminars / workshops to be Organized on Peace Education, Personality Development of Non-	The convener Debates/seminar shall initiate the process.

	Teaching Staff & Environment.	
32.	Augmentation of Health care	The concerned convener shall report on the issue.
33.	Best practices, Action taken Report, Institutional distinctiveness, Procedure and Policies for Utilizing Infrastructure	All the faculty shall prepare relevant actions and submit the same with IQAC so that final list is prepared.
34.	Fixing Library Logo/Book caricature at Chinara Infront of Auditorium	The convener Development committee shall initiate the process.
35.	Development of Student Corners	All the HODs shall develop Student Corners in every department Reflecting- Name of the wall suitable to the subject/course and field of interest as well as Best practices for projection, names of rank holders in the department and other relevant things.

Submitted for Approval.

Signatures of participant members Appended:

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Handwritten note:
 All the HODs shall develop Student Corners in every department Reflecting- Name of the wall suitable to the subject/course and field of interest as well as Best practices for projection, names of rank holders in the department and other relevant things.

Handwritten signature:
 14-07-23

Government Degree College Kulgam

NAAC Accredited College
(Chawalgam Road Kulgam-192231)

Academic/NAAC Preparedness- Audit Report 2022-23:

Recommendations:

S. No.	Field/Programme	Suggestions
1.	Student Support/Curriculum	<ol style="list-style-type: none">a. Need to reflect scholarship schemes in a specific manner so that it becomes transparent and visible to stallholders through a proper dissemination.b. Need to create Community Fund for needy students and low paid employers to meet their timely emergencies and regularization of the fund.c. Need for augmentation of health facility in the campus.d. Develop footfall & proper roster in the Gym for students and provision of this facility to the girls also.e. Maintain the foot fall / register in the Girls Common Room, Health and Gym. facility in the campus.f. Maintain Footfall at the browsing centers.g. Develop STUDENT CORNERS in all the departments reflecting students Activities, their Achievements, and write ups available facilities in departments as well as program outcomes and course outcomes.h. Need for proper Identification management of Advanced and Slow Learners.i. Need to develop Student Corners in every department Reflecting-Name of the wall suitable to the subject/course and field of interest as well as Best practices for projection.j. The English Department shall launch Certificate course in Communicative Skill in English for 50 students.k. Need to develop roster in

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2.	Research/projects & Publications	<p>Language lab for boys and girls and make its optimum use.</p> <ol style="list-style-type: none"> Develop a mechanism for small projects to be offered to students especially for the Advanced learners. Faculty must develop culture of producing quality research publications and projects and approach to funding agencies. The Education Department may adopt an area under Unnat Bharat for survey about educational status especially with regard to women education and other reserved categories. Adopt 10 families under Adult Literacy Campaign and develop the reading and writing and their other skills. A Centre Equipment Facility may be developed in MDRC-in Physics Department.
3.	Best Practices	<ol style="list-style-type: none"> Need to develop a vibrant mechanism for waste management in science departments and in campus along with local techniques of segregation of waste material in pits etc. Need to install exhaust fans in the lab rooms. Need to develop a culture of Optimum Utilization of resources available in the college for the students and community. Do conduct health audit in campus and provide test facility in adopted villages and provide facilities of doctors on call weekly from the community health centers or other hospitals. Numbering/ bar-coding/tagging of trees in the campus.
4.		<ol style="list-style-type: none"> Need to develop stock registers/ office equipment file in every department and facility. Develop record of Rank Holder in departments and dissemination of the same on

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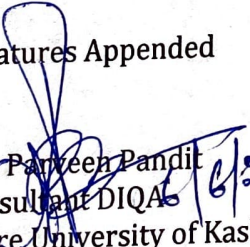
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Administration
and infrastructure

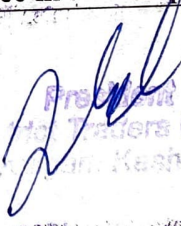
- c. Make the e-content studio functional and available to students.
- d. The BCA department must develop Digital facilities page on the website.
- e. Train the students to run digital facilities in the campus.
- f. The Evs, Botany & Zoology departments may develop ethnic center, eco-park, & pond in the campus.
- g. Develop footfall in museum and every centre, library, language lab. etc.
- h.
- i. Develop Ethics Corner in campus-encourage students to bring old traditional things and maintain them in the corner and project these in botany museum.
- j. Need of doing SWOT analysis in every department.
- k. Need to substantiate student mentorship in the college for a close connect with the students.
- l. Need to augment Induction Meet in the campus- for talent hunt/tracing.
- m. Need to develop a mechanism for result analysis and attainment of learning outcomes.
- n. Formation of Internal Complaint Committee in the campus.

Submitted for necessary action.

Signatures Appended


Prof. Parveen Pandit
(Consultant DIQA)
Centre University of Kashmir
Chairperson


PRESIDENT
Mr. Ab. Aziz
President Civil Society/Auqaf
Member


Mr. Mohd Iqbal Sofi
President Trade
Member


Dr. M Y Bhat
IQAC
Member
CONVENER
IQAC
GDC Kulgam.