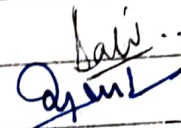
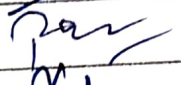

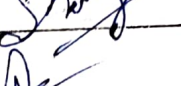
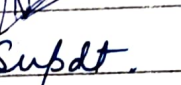
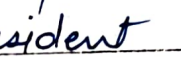


## Action Taken Report

A meeting of the IQAC was held on 12th July 2023. The meeting was convened by IQAC coordinator Dr. Arvind Kumar. The following members remained present in the meeting :-

1. Prof. Satish Sagar - Member 
2. Dr. Manjit Singh - " 
3. Dr. Rakesh Kumar Purohit - " 
4. Dr. Kundan Sharma - " 
5. Dr. Shelly Parul Bhadwal - " 
6. Prof. Vikas Kalotra - " 
7. Sh. Gurdex Singh - Office Supdt.
8. Mr. Rishi Pal - OSA President

## Minutes of the meeting :-

The meeting was called with the purpose to assess the action taken on the proposals made by the IQAC in the previous meeting held on 18th April 2023. The IQAC verified that the following works/actions were carried out during the period :-

1. The Annual Examination of UG classes by both the Universities i.e HPU Shimla & SPU Mandi was smoothly conducted.
2. The admission procedure for BBA and BCA was successfully carried out in the month of June. Admission to the UG, Iyer

Course under SPU mandi was carried out through on-line mode successfully. The newly admitted students would be made to attend the orientation programme as specified in the Academic Calender for 2023-24.

3. Essential Campus beautification work was effectively executed. New flower beds were made during the vacations.
4. As proposed by IQAC, to check the speed of the incoming vehicles, three speed-breakers were constructed on the main path.
5. BCA lab of the college was upgraded with the addition of 30 new Computers. From the present session the students can enhance their learning capabilities by conveniently getting the benefit from a total of 60 computers installed in the lab.
6. The College Magazine 'Baghaan' was timely released and the individual copies of the same were distributed among the students.
7. To release the stress and to ensure better mental health among students and teachers a three days meditation camp was organised in the college on 8th May. Many teachers and students benefitted from the services rendered by the members of Heartfulness Institute (run by Sri Ram Chandra Mission & Ministry of Culture). In the 'Dhyar Shivir' titled 'Har Din Dhyar, Har Din Dhyar' the mentees were trained in different Yoga asanas.

Pranayamas & mudras to combat mental stress at work place.

8. A training programme was conducted on 23rd Mar for students and teachers by the team of medical Experts of Fortis Hospital Kangra, for spreading awareness about medical health. The team conducted a workshop on BLS & CPR (Basic Life Support & Cardiopulmonary resuscitation) in the college hall. A large number of students and teachers availed the benefit of these life saving tips.
9. Setting an example in community welfare, the college faculty made a rich contribution of an amount of Rs 13,500/- to 'Sukh-Ashrya Sahayta kosh'. The fund will be used for the welfare of deaf-dumb and orphan children.
10. Road Safety Club of the college has been playing an effective role in spreading awareness about road safety in the society. A Road Safety Awareness Programme was conducted in the college hall on 26th April 2023 in collaboration with the Dept of Police. Vital information on road safety and traffic rules was imparted to the students by the resource persons Sh. Ramesh Thakur, S-110 Nagrata Bagwan and ASI Pooram Rani. The members of college Road Safety Club also participated in a play on Road Safety in an Inter State event held at Rajiv Gandhi Cent. Engineering College Nagrata Bagwan on 27th April. The team bagged first prize in

The event and the performance of the team was greatly appreciated. The college student Mr. Rajat also composed & sang a song on 'Road Safety' for Road Safety Club. The song was shared with the Directorate of Transport HP for Road Safety Awareness.

11. E-Resource center was created in the college library

Atul  
Coordinator  
IPAE

A. V. Singh  
Principal  
G. C. Nagrate Bajwa

IQAC MEETING

A meeting of IQAC was held on 12<sup>th</sup> July 2023 to discuss the quarterly action plan for the session 2023-24. The meeting was convened by the IQAC Chairperson, Dr. Ashok Kumar Choudhary. The following members remained present during the meeting :-

1. Dr. Arvind Kumar - coordinator ~~AKC~~
2. Prof. Salil Sagar - Member ~~SS~~
3. Dr. Manjot Singh - " ~~MS~~
4. Dr. Rakesh Kumar Purohit - " ~~RKP~~
5. Dr. Kundan Sharma - " ~~KS~~
6. Dr. Shelly Parul Bhadwal - " ~~SPB~~
7. Prof. Vikas Kalotra - " ~~VK~~
8. Sh. Gurdev Singh - Office Subdt.
9. Mr. Rishi Pal - OSA President. ~~RP~~

Minutes of the meeting :-

The following action plan was proposed by the members of IQAC in the meeting :-

1. Since the admission process of UG - 1st year is at completion, the students will attend orientation programme from 15-7-23 to 17-7-23. The teachers will familiarize them with the nature of the courses offered, institution calendar, syllabus, pattern of paper, curriculum examination schedule etc. Regular teaching work must start from 18-7-23.

2. Time-Table for all the streams i.e B.A/BSc/BCom must be timely prepared and positively displayed on the notice-board by the time-table in-charges for the proper commencement of teaching work. Clashes in subjects and rooms must be taken into account.
3. The various clubs & Units i.e RRC, NSS, RSC, FBSB, & all the Depts. must celebrate important days & occasions with the students by organising activities.
4. To keep the college campus clean and green plantation and cleanliness drives must be carried out frequently. The old practice of 'Ek Poudha Ek Sankalp' should be continued in full sanctity.
5. Dept. of Physical Education must encourage the students for participation in sports events held at inter/intra college level. Preparation of teams for participation in different events in HPU Annual Athletic Meet should be made in advance.
6. Dept. of music in collaboration with Cultural Committee should start the preparation of teams for participation in Group I and Group II events of HPU Youth Festival.
7. As per the strict guidelines issued by the Directorate of Education, the ACRs of the teachers must be submitted to the Director till 30th Sept. The duly filled ACR must be submitted to the Head of the institution by 20th Sept.

8. Examination Committee must ensure the smooth conduct of ongoing PG, BSE. The admission committee for admission to PG courses must get active for the online procedure of the same. The fresh candidates will have to present themselves for counselling in their respective course on the dates specified by the university.
9. In order to keep themselves abreast with the latest trends & changes in teaching & learning, the faculty members should be encouraged to actively take part in various seminars and conferences held at national or international level.
10. PTA is a vital body that plays a significant role in the growth and sustenance of an institution. PTA for the session 2023-24 is to be constituted in near future.
11. G.C. Nagreta Bagwan has been playing a major role in providing the benefit of higher education, at both UG & PG level, to the students coming from the surrounding villages. The institution takes pride in having large student strength in Commerce and Humanities. But unfortunately these Depts in Humanities which cater to the interest of large number of students i.e. Dept. of Hindi, Pol Science, History etc. are single-faculty depts. IQAC expressed its concern over the unjust teacher - taught ratio particularly in these subjects and urged the need of submitting a requisition to the authorities, through proper channels, for sanctioning

- more posts in these depts for better teaching-learning <sup>envir</sup> <sub>ment</sub>
12. IQAC proposed that some event at the inter-college level in sports should be hosted by the college under the aegis of HPU Annual Sports Championships.
  13. Educational tours and Industrial visits should be organised by different departments.
  14. Career Counselling Cell of the College must stay active by organising <sup>lectures of</sup> resource persons from different fields and departments to provide expert guidance to the students regarding better career opportunities.
  15. IQAC also proposed that each Dept. should keep the record of the higher education status and job placements of the outgoing students.
  16. IQAC expressed its concern over the rising menace of drugs in the society and the terrible victimisation of the youth by it. The members urged the need of organising awareness campaigns to save the youth from falling a prey to drugs. NSS, RRC, Scouts & Rangers & Yoga Club of the college must join hands to fight the evil.

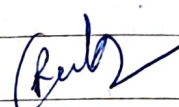
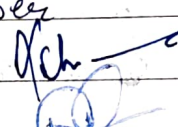
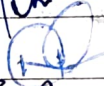

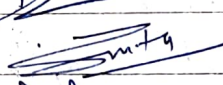



HL  
Coordinator  
IQAC

HL  
Principal  
G.C. Nagrate Bagwan.



## Action Taken Report

A meeting of IQAC of G.D.C Nagrota Bagwan was held on 29th November 2023. The meeting was convened by IQAC coordinator Prof. Saini Sagar. The following members attended the meeting: -

1. Dr. Reeta Devi - Member 
2. Dr. Kundan Sharma - " 
3. Dr. Nidhi Sharma - " 
4. Prof. Rachna Thakur - " 
5. Prof. Sunita Devi - " 
6. Dr. Senika - " 
7. Mrs. Uma Mishra - Office Supdt. G-I 
8. Ms. Rishi Pal - OSA President 

### Minutes of the meeting: -

The meeting was convened to assess the action taken on the proposals made by the IQAC in the previous meeting held on 12th July 2023. IQAC verified that the following measures were adopted and the works executed during the period: -

1. The counselling for admission to PG courses in Commerce, Maths and English was successfully conducted on 10th August and 11th August respectively.
2. Red Ribbon Club of the College in Collaboration with Dept. of Physical Education celebrated International Youth Day on 12th August 'Fitnes

"Challenge Events" were organised in the Badminton Court to spread awareness about physical fitness in youth. The boys and girls actively participated in various events like push-ups, sit-ups, Arm-wrestling, planks, skipping etc.

3. A webinar on 'Student Career Guidance ~~And~~ Financial Wellness Enhancement' was organised by the college on 29th August under the aegis of Training and Development Organisation 'Excellence Global Skill'. Mr. Jagdish Mani the Corporate Trainer gave useful information on financial management, converting liabilities into assets and how to save oneself from cyber crimes. The webinar was organised by the Career Counselling Cell of the college.
4. 'Ek Paudha Ek Sanskalp' practice was carried out sincerely by the staff members during the period. Trees were planted and secured with iron tree guards on the birthdays of faculty members individually.
5. College keeps on organising various events to promote physical fitness among students and motivates the students for frequent participation in sports events. It was a matter of pride that Pragya Sharma, a student of B.A. (Physical Education) bagged Gold Medal in Weight Lifting Event held in ~~Atishay~~ International School, N.B under the aegis of 'Khelo India Women's League'. She also bagged three Bronze medals in weight lifting in different categories.

- in the championships organised in Yamuna Nagar under North India weight lifting Event.
6. To match pace with the fast-developing educational scenario and to keep their knowledge update, the faculty members actively participated in national/International conferences and seminars organised by various colleges through online/offline mode during the period.
  7. A one day awareness camp on clean environment was carried out by the NSS Unit of the college on 29th Sept. with the motto 'Swachhata Hi Seva'. This camp was a part of one week 'Clean India movement'. The NSS volunteers cleaned the entire campus to give it a neat & fresh look.
  8. Rovers & Rangers Unit of the college took the initiative of organising a mock drill on disaster management, sponsored by Distt. Disaster Management Authority on 13<sup>th</sup> Oct. 2023. The training was given to the students & teachers on how to save one's life without getting paralysed at the time of a disaster i.e. fire, earthquake, lightning etc. by volunteers of SDRF, Fire Brigade, NCC & NSS units. Practical demonstration was given on disaster management.
  9. College participated in Group II events in HPU Youth Festival and bagged commendable position in the performance.
  10. PTA for the session 2023-24 was constituted on 9<sup>th</sup> ~~Nov~~ 2023. Mrs. Sarika Sood was

elected PTA President unanimously.

11. CSCA for the session 2023-24 was constituted on 10th November 2023. In the Oath-Taking Ceremony held in College Hall the elected members were administered the oath by the Principal Dr. Rajesh Kaundal. Avantika (MSc 1st sem) held the post of President, Akshita Verma (M.Com 1st sem) Vice President; Payal Sharma (BCA 1st sem) Secretary & Anurag (BA 1st year) was elected the Joint Secretary.
12. As proposed earlier by IQAC, to provide a perfect parking place to the vehicles in the college campus, the parking area was defined with permanent markings by R.S.C.
13. Adding another feather to its cap, the college won 2 Silver medals in Inter college Boxing championship held at G.C. Tejender Nagar. Pragya Sharma won 2 gold medals and Akash & Harsh won silver & gold medals respectively in the State weight lifting championships held at Hamirpur.
14. Dept of Physics organised a one-day seminar on HCL TECH-BEE on 25th Nov. Sh. Dev Ashish Sharma of HCL NOIDA was the invited resource person.
15. A team of the students of B.Com bagged 1st prize in the district level quiz competition organised in G.C. Sharamshala. The quiz based on GST was sponsored by the State Excise & Taxation Dept. on 24th Nov. 2023.


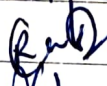
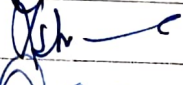


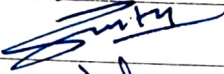



Co-ordinator

IQAC

Principal  
G.C. Nageota

## IQAC Meeting

A meeting of IQAC was held on 29<sup>th</sup> Nov. 2023 to discuss the future action plan for the session 2023-24. The meeting was convened by the IQAC chairperson, Prof. Rajesh Kumar. The following members remained present in the meeting :-

- 1) Prof. Salil Sagar - Coordinator 
- 2) Dr. Reeta Devi - Member 
- 3) Dr. Kundan Sharma - " 
- 4) Dr. Midhi Sharma - " 
- 5) Prof. Raehna Thakur - " 
- 6) Prof. Sunita Devi - " 
- 7) Dr. Sonika - " 
- 8) Dns Mishra - office Supdt - Grade - I 
- 9) Mr Rishi Pal. - 

## Minutes of the meeting :-

The following action plan was prepared by the members of IQAC in the meetings -

1. Gender Champion unit would organise a one day seminar on gender sensitization.
2. Mid-term exams would be conducted in the month of December.
3. It was proposed in the meeting to start the remedial classes for the students of weaker sections including specially abled students.
4. It was proposed that workshops by different

departments should be organized in the institution to promote interdisciplinarity.

5. It was decided to maintain the record of the outgoing students regarding their placements.
6. To enhance the holistic development of the students, it was decided to organise the educational tours and industrial visits.
7. To make students aware about their rights the Political Science department would celebrate Human Right Day.
8. The department of English would organise workshop pre debates, declamation, short stories writing, content writing and to enhance soft skills among the students.
9. The department of Hindi would organise poetry and essay writing competition. The department would also organise Hindi Diwas function in the campus.
10. To create the awareness about the fitness among the students, a health camp would be organised in the campus.
11. In the meeting it was decided to combat the menace of drug addiction among youth by educating them through different workshops.
12. Road safety club would organise the programme to create awareness among students about the rules and regulations of road safety and safe driving.

13. The NSS unit would conduct the cleanliness drive in the neighbouring village as part of extension activities.
14. Various steps to be taken to promote skill development courses in bee-keeping, pickle making, sericulture and mushroom farming among students.
15. College magazine for the year 2023-24 would be published before the annual function of the college.
16. RRC would organise different activities on AIDS Awareness Day.
17. It was decided in the meeting to celebrate the annual sports day in the month of December.
18. It was proposed that for faculty exchange, student exchange and other programs, an MoU must be signed.

*[Signature]*  
Coordinator  
IPAE

*[Signature]*  
Principal  
G.C. Nagata Bagwan

18: It was proposed that for Faculty Exchange, Student Exchange and other programs a MoU must be signed with nearby institutes of other streams.

## ACTION TAKEN REPORT

A meeting of IQAC, G.C. Nagrate Bagwan was held on 4<sup>th</sup> March 2024. It was convened by IQAC Co-ordinator Prof. Salil Sagar and the following members were present in the meeting :-

1. Prof. Salil Sagar — Coordinator *Salil*
2. Dr. Reta Devi — Member *Reta*
3. Dr. Kundan Sharma — Member *Kundan*
4. Dr. Nidhi Sharma — Member *Nidhi*
5. Prof. Rachna Thakur — Member *Rachna*
6. Prof. Sunita Devi — Member *Sunita*
7. Prof. Sonika — Member *Sonika*
8. UMA MINHAS — office Supdt Grade - I *Uma*

The meeting was convened with the purpose to assess the action taken by various committees and clubs of the College in accordance to the plan of action proposed by IQAC on 2<sup>nd</sup> November, 2023. The committee verified that the following activities have been carried out as per the IQAC proposal:

1. The Mid-Term Exams were conducted smoothly in the month of December.
2. Gender Champion Unit of the College organised one day seminar on Gender Sensitization.
3. Road Safety Club organised different activities to create awareness among students about the rules and regulations of road safety and safe driving. The club conducted poster making, lecture on Motor Vehicle Act, workshop on road safety. Mr. Ramesh Thakur, S.H.O. Nagrate Bagwan, lady constable Renu and Mrs. Manita were the resource persons for this workshop. Mr. Ramesh elaborated the main provision of this act to the students.



4. Red-Ribbon Club organised Poster-Making, declamation, slogan writing and Rangoli Competition to create awareness about AIDS.
5. Annual Athletic Meet was organised in the month of December.
6. Department of English organised quiz Competition for the students of UG & PG.
7. NSS Unit of the College organised cleanliness drive in the nearby village 'Kischamba' and Hatwal Railway Station. The volunteers also took part in parade and helped different organisation during the programme 'Sarkar Apke Dwar'.
8. Yoga and Meditation Club organised meditation camp for the students.

9. On 22<sup>nd</sup> Feb 2024, an MOU between Rajiv Gandhi Engineering College and GDC Nagrota Bagwan is signed as proposed on 21<sup>st</sup> Feb. 2024, MOU between Govt. College Pharmacy Nagrota Bagwan & GDC Nagrota Bagwan is signed for all round development of

Jain  
Co-ordinator

Surender Singh  
Principal

9. On 22<sup>nd</sup> Feb 2024 an MOU between Rajiv Gandhi Engg College N/B & GDC Nagrota Bagwan is signed as proposed on 21<sup>st</sup> Feb. 2024 MOU between Govt. College Pharmacy N/B & GDC N/B is signed for all round development of students & faculty.

# (IQAC Meeting)

Date: 09

Page No.

A meeting of IQAC was held on 04 March, 2024. The meeting was convened by IQAC Chairperson Dr. Swinder Kumar, Soni and following members were present in the meeting :-

- 1) Prof. Salil Sagar - Coordinator <sup>Swi</sup>
- 2) Dr. Reeta Devi - member <sup>(Rita)</sup>
- 3) Dr. Kundan Sharma - " <sup>Kh</sup>
- 4) Dr. Nidhi Sharma - " <sup>NI</sup>
- 5) Prof. Rachna Thakur - " <sup>Ben</sup>
- 6) Prof. Sarita Devi - " <sup>~~Swi~~</sup>
- 7) Dr. Sonika - " <sup>Swi</sup>
- 8) Mrs. Uma Mishra - office Supt. Grade I.

Minutes of the meeting :-

The following action plan was proposed by the members of the IQAC in the meetings -

- 1) It was proposed that beautification of building entrance with ornamental plants having big pots should be done.
- 2) Boxing arena should be given a covering to keep it safe and clean.
- 3) College hooter is not working. So repair of hooter should be done on time.
- 4) Cabinet having sink and small storage unit is necessary for staff room to have a clean and well managed look.





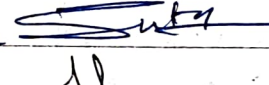
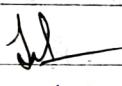
- 5) Preparations for forthcoming exams of UG and PG (SPU) and HPU are to be started.
- 6) There is a dire need of proper <sup>garbage</sup> disposal of science labs which is necessary from hygiene point of view.
- 7) Different departments e.g. Red Ribbon Club, Rover and Ranger, Ek Bharat Shreshth Bharat, NSS etc. have been directed to organise different activities to spread awareness and knowledge among students.
- 8) Different clubs and societies of the college will be directed to organise activities by the collaboration with other public departments.
- 9) It was proposed to celebrate International Women Day (8<sup>th</sup> March) and Shahidi Diwas on 23 March.
- 10) There should be clean and organised environment of college and entrance lobby.
- 11) A point was also laid about the cleaning and hygiene of college including toilets.
- 12) Stock verification needs to be carried out by different departments in near future urgently.

13. committee ~~have~~ been set up for college magazine work should speeden up the work.
14. It was proposed to install a printer and a computer in staffroom to avoid delays in critical tasks, to save valuable time for employee and to increase overall productivity.
15. A proper shed should be built for the security guard of the college.
16. Rainwater harvesting tank should be installed in college for the collection of large amount of water and to mitigate the shortage of water during summer.
17. It was also proposed to construct volleyball and basketball court in college campus.
18. In some of departments posts are laying vacant. So these vacant posts should be filled on time for the smooth functioning of academic wing.
19. Committees that have been formed are to gear up for preparation of ESCA and

annual function in college which are  
going to be held in March month.  
co-ordinator ~~Superintendent~~  
Principal.

## Action Taken Report

A meeting of IQAC, Govt. College Nagrota Bagwan was held on 15th May, 2024. It was convened by IQAC Co-ordinator Prof. Salil Sagar and the following members were present in the meeting:-

- 1 Prof. Salil Sagar - Co-ordinator 
- 2 Dr. Reeta Devi - Member 
- 3 Dr. Nidhi Sharma - Member 
- 4 Prof. Rachna Thakur - Member 
- 5 Prof. Sumita Devi - Member 
- 6 Prof. Sonika - Member 
- 7 Mrs. Uma Minhas - office Subdt. Grade I

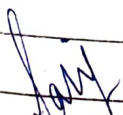
## Minutes of the meeting:-

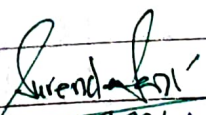
The meeting was convened to assess the action taken on the proposal made by the IQAC in the previous meeting held on 4th March, 2024. IQAC verified that the following measures were adopted and the works executed during the period:-

1. The work of beautification of Campus, covering of Boxing ring with iron mesh & upgradation of staff room is under process.
2. End-semester examination of Pw classes and BBA/BCA has been conducted successfully and Annual Examination for BA/BSC/B.com

- classes of HPU & SPU are running smoothly.
- 3 On 4<sup>th</sup> March 2024, Red Ribbon Club of the college organized one day workshop on detection, screening and diagnosis of Tuberculosis.
  - 4 On the prestigious occasion of women's day an essay writing competition was held by the English Department in which students participated enthusiastically.
  - 5 Annual function for the session 2023-2024 was organised on 9<sup>th</sup> March. The chief guest on this occasion was the local M.L.A.
  - 6 The students of BAI<sup>st</sup> and 3<sup>rd</sup> year won the third prize in declamation contest in the State level Inter college competition 'Samvaad' held at Govt. college Dharamshala.
  - 6 CSCA function 2023-2024 was organised on 20<sup>th</sup> March 2024. Former Principal Sh. Ram Pal Chopra was the chief guest on the occasion. Various competitions like declamation, folk dance, Rangoli making competition, poem recitation etc. were organised in which students participated actively.
  - 7 'Neighbourhood Youth Parliament' programme was held on 23<sup>rd</sup> of March 2024 in collaboration with Nehru Yuva Kendra Disa. Deputy Commissioner Kangra was the chief guest on this event. Mock Parliament & Resource persons lectures were organised.

8. On 29<sup>th</sup> April 2024, MOU Memorandum of Understanding was signed with Hotel 'Radisson Blue Sisala' for student Internship placement purposes.
9. Business Brilliance Programme was conducted by BBA dept. in collaboration with Rajiv Gandhi Govt. Engg Engineering college N/Bagwan as per the guidelines of the MOU signed.
10. A Cricket tournament was organised in the college under the Voter Awareness Program for the Lok Sabha Election 2024 in which cricket teams of twelve depts participated.
11. Stock verification of all the depts is completed.
12. The work of 'College Magazine' is going on in full swing and the magazine is expected to come out by the end of May.
13. A fully operational PC with internet connection and printer is placed in the college staffroom.
14. A skit on Road Safety was performed by the students of our college in the Management Fest Program organised at R G U E C Nagata Bagwan.

  
Co-ordinator

  
Principal



## IOAC Meeting

A meeting of IOAC, Govt. College Nagrota Bagwan was held on 15th May, 2024. It was convened by IOAC Chairperson Dr. Surinder Kumar Sahi and following members were present in the meeting -

- (1) Prof. Satil Sagar - co-ordinator *[Signature]*
- (2) Dr. Reeta Devi - member *[Signature]*
- (3) Dr. Nidhi Sharma - Member *[Signature]*
- (4) Prof. Rachna Thakur - Member *[Signature]*
- (5) Prof. Sunita Devi - Member *[Signature]*
- (6) Dr. Sanika - member *[Signature]*
- (7) Mrs. Uma Minhas - office Supdt. Grade I

Minutes of the meeting:-

The following action plan was proposed by the members of the IOAC in the meeting -

1. More facilitation to Divyang students shall be provided by increasing the number of toilets, ramps, sign boards at the college map at the entrance.

Two National or two State level conferences, workshops or FDPs shall be organised for the betterment of the college.

one inter college sports event shall be held in every session so that the students remain physically active and engaged.

## IOAC Meeting

A meeting of IOAC, Govt. College Nagrata Bagwan was held on 15<sup>th</sup> May, 2024. It was convened by IOAC chairperson Dr. Surinder Kumar Sahi and following members were present in the meeting -

- (1) Prof. Satil Sagar - co-ordinator *[Signature]*
- (2) Dr. Reeta Devi - member *[Signature]*
- (3) Dr. Nidhi Sharma - Member *[Signature]*
- (4) Prof. Rachna Thakur - Member *[Signature]*
- (5) Prof. Sunita Devi - Member *[Signature]*
- (6) Dr. Sonika - member *[Signature]*
- (7) Mrs. Uma Minhas - office Supdt. Grade I

Minutes of the meeting:-

The following action plan was proposed by the members of the IOAC in the meeting -

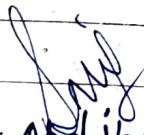
1. More facilitation to Divyang students shall be provided by increasing the number of toilets, ramps, sign boards on the college map at the entrance.

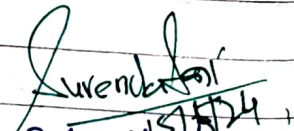
Two National or two State level conferences, workshops or FDPs shall be organised for the betterment of the college.

One inter college sports event shall be held in every session so that the students remain physically active and

4. One or two book racks from Library will be shifted to the staffroom, so that books in the staffroom can be organised in proper manner.
5. Cleaning of water tanks and repair of septic tanks as well drainage system will be completed before the monsoon.
6. To ensure a clean and green campus—each major subject faculty and students must organise at least one cleanliness drive of a particular zone in the college campus and maintain it throughout the year from the new session. The best clean and green zone will be rewarded suitably.
7. Activity calendar preparation by all the departments / clubs / societies.
8. Proper implementation of Memorandum of Understanding (MOU's) by increasing the number of activities among partner institutes like student exchange, faculty exchange, common placement drives etc.
9. Creation of wall Magazine from next session to provide a platform to students to demonstrate their various sets of skills.
10. Enrolment of College Library on the portal 'National Digital Library of India', subscription of E-Newspapers, Annual subscription of Journals (hard copy) like Yojana, Science, Resonance etc.

- 11 For proper solid waste disposal, purchase process of Incinerator will be initiated through Crem portal.
- 12 Disposal (Junk selling) of old admission forms, practical files, project files etc. as per the requirement of various departments.
- 13 The process of internal/external financial verification of all clubs, societies will be initiated as soon as possible.
- 14 'Green Energy Audit' process will be completed by the end of the month June 2024.
- 15 To raise the demand for the creation of new posts in the subjects of History, Hindi, Pol. Science, Commerce etc. So that concerned teachers should not be overburdened.
- 16 Transference of Botanical Gardens to allocate with suitable environment- requirements for its flourishing.
- 17 It has been proposed that a small room will be constructed for the security guard beside the entrance gate of the college.

  
Co-ordinator

  
Principal