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**Agenda for the Internal Quality Assurance Cell (IQAC)**  
**Meeting held on 04-08-2023 and Action Taken Report**

<i>Agenda</i>	<i>Action Taken</i>
1. Verification of APAR of Assistant /Associate professor for the session 2022-23.	APAR applications of assistant/associate professors have been verified by the committee.
2. To address the complaints and suggestions received in complaint/suggestion box.	The applications received through complaints/suggestions box have been taken into consideration, discussed in council meeting and decisions taken accordingly.
3. To conduct regular classes in odd semester	The classes have been regularly conducted as per time table.
4. To conduct mid semester house exam.	The house exams have been smoothly conducted at college level in all streams.
5. To apply for UGC 2f and 12b and to apply for permanent affiliation from Kurukshetra University, Kurukshetra.	The process of permanent affiliation has been completed, now college has applied for UGC 2f and 12b.
6. To prepare Self Study Report and preparation for NAAC.	The work of preparing SSR is under process.
7. To collect feedback from various stakeholders for the session 2022-23.	The college is collecting regular feedback from various stakeholders. The google forms have been shared with the students and stake holders for collecting feedback.
8. To enquire from DGHE, Panchkula and PWD (B&R) about the status of Sound proofing of multipurpose hall, E-lab, Smart Class, Parking Shelter for students and Staff vehicles and Bus shelter at the gate of the college.	The process is going on as college is doing regular correspondence for the same.

9.To utilize the various grants received from DGHE, Panchkula for the welfare of the students.	The college utilized 90% of all the grants received from DGHE for the welfare activities of students like purchasing books for the library, activities under women cell, placement cell, earn while you learn etc.
10.To organize any programme/event/task as per the directions received from KU, Kurukshetra and Government of Haryana.	The college conducted events at regular basis as per the directions of DGHE and KUK. The college conducted activities under NSS, YRC, Women cell, Legal Literary cell, Placement cell etc.
11.To follow the instructions of DHE for NEP Professional Development Program By IGNOU.	As per directions, college faculty attended the NEP professional Development Program organized by IGNOU.
12.To demand budget for dual desk and tables for college.	The college received the budget from department and same has been utilized for purchase of dual desk and tables.
13.To conduct International Event in collaboration with industries.	The event is under process.
14.MOU with Govt. College, Naraingarh, first MOU with Educational Institute, in addition to previous MOUs with NGOs.	The college signed MOU with Govt. College Naraingarh and jointly organized World Entrepreneurship Day on 22-08-23.
15.To resolve the problem of Water logging in front area of college and minor repairs of college building.	The problem has been resolved now.
16.. To enquire about solar roof top.	The college is in regular correspondence with the authorities to resolve the problem.
17.Cleanliness in college campus.	The college is following the letter of department memo no. 21/139-2023 ME(4)dated 28/09/23 for this purpose.
To prepare activity calendar for new session2023-24.	The college is doing academic activities as per the calendar for the session 2023-24.
To resolve the problem of transportation by girl students.	The college is doing regular correspondence in this matter and Chairperson Jila Parishad is looking into the matter.

20. To initiate the process to start NCC in the college.

The matter has been discussed in the council meeting regarding the feasibility to start NCC in the college.

21. Any other points may be added with the permission of the Chair.

**Members of IQAC:**

Ms. Anjali (Student)

Ms. Sakshi Gupta (Student)

Ms. Paramjeet (Alumni)

Ms. Nandini Moudgil (Assistant Professor)

Ms. Manisha Arora (Assistant Professor) (NAAC Coordinator)

Mr. Rajesh Kumar (Assistant Professor)

Ms. Vaneeta Sharma (Assistant Professor)

Dr. Pankaj Kumar (Assistant Professor)

Ms. Monika (Assistant Professor and Convener, IQAC)

Dr. Kashmir Singh (Associate Professor)

Smt. Meenu (Sarpanch, Baragarh)

Mr. Rajiv Saini (Industrialist)

Mr. Manoj Walia (APRO, Naraingarh)

Mr. Rajnish (Retired BEO cum Principal, GSSS Shahzadpur) (Educationist)

Mr. S.P. Girotra (Retired Principal, Govt. College for women, Shahzadpur)

Mehak (Student) Mehak

Bhawna (Student) Bhawna

Kajal (Student) Kajal

Manpreet (Student) Manpreet

Manisha

Sunil Kumar

Baldev Singh

Ms. Rajni Bhalla (Principal)

Govt. College For Women  
Shahzadpur (Ambala)


## AGENDA OF IQAC MEET (24/01/2024)

1. Verification of APAR of Assistant /Associate professor for the session 2022-23 in reference to letter no.7/79-2017C-iv(3) dated : 11/11/2022.from DGHE.
- 2.To address the complaints and suggestions received in complaint/suggestion box.
3. To ensure conduct of all classes in spite of shortage of faculty in even semester.
4. To fill the AISHE data for the session 2022-23.
5. To follow up the process for UGC 2f and 12b of permanent affiliation from Kurukshetra University, Kurukshetra.
- 6.To prepare Self Study Report and preparation for NAAC.
- 7.To collect feedback from various stakeholders for the session 2022-23.
8. To ensure smooth transition of NEP in college.
- 9.To enquire from DGHE, Panchkula and PWD (B&R) about the status of Sound proofing of multipurpose hall, E-lab, Smart Class, Parking Shelter for students and Staff vehicles and Bus shelter at the gate of the college.
- 10.To utilize the various grants received from DGHE, Panchkula for the welfare of the students.
- 11.To organize any programme/event/task as per the directions received from KU, Kurukshetra and Government of Haryana.
12. To organize educational tour for students.
13. To enquire about solar roof top.
14. Cleanliness in college campus.
15. E-publishing of college magazine.

16. To resolve the problem of transportation facing by girl students.
17. To start NCC in the college.
18. To resolve the problem of electricity in college in coordination with concerned authority through connecting a separate line from village.
19. Any other points may be added with the permission of the Chair.

**Members of IQAC:**

- Ms. Anjali (Student) → Kajal, Bhawna, Mehak, Manpreet
- Ms. Sakshi Gupta (Student) Sumit Kumar
- Ms. Paramjeet (Alumni) Baldev Singh
- Ms. Nandini Moudgil (Assistant Professor)
- Ms. Manisha Arora (Assistant Professor) (NAAC Coordinator) Manisha
- Mr. Rajesh Kumar (Assistant Professor) Rajesh
- Ms. Vaneeta Sharma (Assistant Professor) ~~Vaneeta~~
- Dr. Pankaj Kumar (Assistant Professor) PK
- Ms. Monika (Assistant Professor and Convener, IQAC) Monika
- Dr. Kashmir Singh (Associate Professor) KS
- mt. Meenu (Sarpanch, Baragarh) Meenu
- Mr. Rajiv Saini (Industrialist)
- Mr. Manoj Walia (APRO, Naraingarh) Manoj
- Mr. Rajnish (Retired BEO cum Principal, GSSS Shahzadpur) (Educationist) Rajnish
- Mr. S.P. Girotra (Retired Principal, Govt. College for women, Shahzadpur) S.P. Girotra

  
**Ms. Rajni Bhalla (Principal)**  
 Principal  
 Govt. College For Women  
 Shahzadpur (Ambala)