

## **Before the meeting IQAC of Centre of Excellence, Govt. College Sanjauli, Shimla-6 was reconstituted.**

**The committee was constituted as per UGC guidelines.**

1. Head of the Institution Chairperson Dr. J.S. Negi
2. Five Senior teachers and one senior administrative official
  - a. Dr. Inderjeet Singh
  - b. Dr. Sarita Sharda
  - c. Dr. Raj Kumar
  - d. Dr. B.K. Shivram
  - e. Dr. Sanghamitra Burathoki
  - f. Mr. Someshwar Thakur (Superintendent)
3. Two external expert
  - a. Dr. Subhash Gupta (Retired Principal)
  - b. Mr. Sushant Kaprate (Councillor)
4. Coordinator
  - a. Dr. C.B. Mehta

## **IQAC (Internal Quality Assurance Cell) Meeting pertaining to prospective plan for 2013-14.**

The objective considered under IQAC for Centre of Excellence, Govt. College Sanjauli, Shimla-6 for the session 2013-14 are as follow: -

- i. Provide customer satisfaction.*
- ii. Maintain and upgrade standard*
- iii. Bring accountability in every aspect of its functioning.*
- iv. Improve working condition and raise motivation level of its teaching.*
- v. To create an image and visibility to attract best students or best stake holders.*
- vi. Bring consistency in its functioning so that quality becomes integral part of our college.*
- vii. Emphasis on curricular aspects.*
- viii. Teaching learning and its evaluation.*

***To achieve these objective we will design the process, keep the record, so that quality assurance is maintained.***

### **Agenda for the meeting of IQAC**

1. Plan Institution Mission
2. Vision
3. Goals
4. Institutional Development Proposal (IDP) based on SWOT (Strength Weakness Opportunities and Threat).
5. Specific objectives and expected results.

6. Action plan
7. Any other suggestion/idea.

## **IQAC**

### **A meeting of IQAC was held in the Principal's office on 10<sup>th</sup> September, 2013 at 01:00 PM following members were present.**

1. Dr. J.S. Negi (Chairperson)
2. Dr. Subhash Gupta, Retd. Principal (External Member)
3. Dr. Inderjeet Singh (Member)
4. Dr. C.B. Mehta (Co-ordinator)
5. Dr. Sarita Sharda (Member)
6. Dr. Raj Kumar (Member)
7. Dr. B.K. Shivram (Member)
8. Dr. Sanghamitra Burathoki (Member)
9. Mr. Sushant Kaprate (External Member)
10. Sh. Ishan Sharma (President CSCA)
11. Miss. Shivani Chauhan (Secretary CSCA)

### **Minutes of the meeting of the IQAC held on 10.09.2013 at 1PM. The meeting was chaired by the Principal.**

1. **Dr. Chanderbhan Mehta** mentioned the objectives for the session 2013-14, he also mentioned the agenda for today's meeting. Plan the mission, vision, Goals and SWOT (Strength Weakness, Opportunities, threat). IQAC will work on their four factors. Whether there will be specific objectives and expected results Goal and action oriented.
2. **Ishan Sharma (CSCA President)** suggested that the percentage of marks achieved by students must increase from what they have achieved at the entry point. CSCA President suggested use of Smart Classes for Arts & Commerce students.
3. **Dr. Subhash Gupta suggested** that IQAC is a forum for solution to problem. IQAC seeks to identify the talent in each student. Seminars on current affairs were suggested. Books recommended by Board of studies must be in the Library. Books for first two semesters must be purchased on a priority basis.
4. **Sushant Kaprate** students need to be sensitized about the Vision and Mission of the college. Introduction about IQAC in each and every function. The students must be encouraged to look into college Website and WiFi to be made available at a particular time.

## **Mission**

- Are teachers really giving quality education to the student.
- Infrastructure.

- Logistics support.
- Employability factor must be increased.
- Integrate Objectives of RUSA with IQAC.
- Lecturer of Dr. Subhash Gupta on IQAC.

Teacher must come down to the level of students. Tutorials system must be strengthened.

Committee to go to the classes and make students aware about IQAC.

1. It was decided that first and foremost mission must be “Quest for good results compared to last year”.
2. Ordinance of the college will be reviewed as per RUSA requirement.
3. Number of seats in different faculties for next year to be planned in advance.

***Meeting ended with vote of thanks***