
DRONACHARYA PG COLLEGE OF EDUCATION, RAIT, KANGRA (H.P.)
INTERNAL QUALITY ASSURANCE CELL
MINUTES OF IQAC MEETING

Date/Time	19 th May, 2018/ 2PM – 4PM
Venue	Language Lab
Members Present	
Chairperson	Dr. B.S. Bagh, Principal
Management Representatives	Sh. G.S. Pathania, Managing Director Sh. B.S. Pathania, Executive Director
IQAC Coordinator	Dr. Parveen Kuma Sharma, Coordinator Mr. Anish Korla, Asst. Coordinator
Administrative Representatives	Mr. Sumit Sharma, HOD B.Ed Mrs. Anita Chandel, HOD M.Ed. Mr. Rajesh Singh Rana, HOD BCA Mr. Mukesh Kumar, HOD BBA Mr. Ashwani Kumar Sharma, Office Supdt. Mr. Sunil Pathania, Librarian
Teachers	Ms. Reena Sharma, Assistant Professor Ms. Konica Pathania, Assistant Professor
Student Members	Mr. Nageshwar (2058)
PTA President	Sh. Ashwani Choudhary
Leave of Absence	Mr. Sunil (2066) Student Member Alumni Association President

Agenda Points

1. Confirmation of minutes of last IQAC meeting
2. Action taken report of last IQAC suggestions
3. Mentorship
4. Online Feedback for the final year students (B.Ed. and M.Ed.)
5. Updation of teacher diary

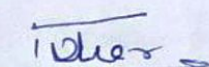
Minutes

Dr. B.S. Bagh, Principal, welcomed the members of IQAC meeting and then the coordinator of IQAC started the meeting by highlighting the agenda points of the meeting.

1. The minutes of last IQAC meeting was presented and approved by all the members present.
2. Action taken report on last agenda points
 - (i) Organization of Annual Fest Navrang
 - (ii) Blood donation camp
 - (iii) Organization of Explorica Talent Hunt
 - (iv) Timely publishing of prospectus
 - (v) Reconstitution of PTA

All the above points have been resolved and executed

3.	Mentorship. All the faculty members were informed that all the micro in charges will act as a mentor who will guide the students in academic, personal and promote life skill training. Top ten students and weak students shall have a team of dedicated mentors. Examination committee was instructed to share the last with the mentors.
4.	Feedback for the final year students (B.Ed. and M.Ed.). The feedback cell apprised the members that online feedback for B.Ed. final year students will be held in the mid of April, 2018. A team will be constituted for the smooth conduct of three feedback teacher evaluation, curriculum evaluation and exit proforma.
5.	Updation of teacher diary. All the teachers are requested to update the diary weekly. Principal to sign the diary every month.
6.	Suggestion received from members.
(i)	Celebration of international yoga day
(ii)	Promotion of ethical values by displaying motivational thoughts boards on all the floor of the building.
(iii)	Plantation at village Thamba during monsoon
(iv)	Submission of annual activity report by 30 th June, 2018
(v)	Reconstitution of clubs and committees



IQAC Coordinator

Dr. Parveen Kumar Sharma


Principal

Dr. B. S. Bagh

Principal,
Dronacharya College of Education
Rait (Kangra) H. P. - 176208


DRONACHARYA PG COLLEGE OF EDUCATION, RAIT, KANGRA (H.P.)
INTERNAL QUALITY ASSURANCE CELL
MINUTES OF IQAC MEETING

Date/Time	21 st July, 2018/ 2PM – 4PM
Venue	Language Lab
Members Present	
Chairperson	Dr. B.S. Bagh, Principal
Management Representatives	Sh. G.S. Pathania, Managing Director Sh. B.S. Pathania, Executive Director
IQAC Coordinator	Dr. Parveen Kuma Sharma, Coordinator Mr. Anish Korla, Asst. Coordinator
Administrative Representatives	Mr. Sumit Sharma, HOD B.Ed Mrs. Anita Chandel, HOD M.Ed. Mr. Rajesh Singh Rana, HOD BCA Mr. Mukesh Kumar, HOD BBA Mr. Ashwani Kumar Sharma, Office Supdt. Mr. Sunil Pathania, Librarian
Teachers	Ms. Kritika Katoch, Assistant Professor Ms. Konica Pathania, Assistant Professor
Student Members	Mr. Sahil (2066) Mr. Nageshwar (2058)
Leave of Absence	PTA President Alumni Association President

Agenda

1	Confirmation of the minutes of the last meeting
2	Action taken report of the suggestion of the last meeting
3	Roof top solar energy plant
4	The best house award and best teacher award.
5	Outreach activities
6	Scholarship
7	Anti ragging awareness

Minutes

Dr. B.S. Bagh, Principal, welcomed the members of IQAC meeting and then the coordinator of IQAC started the meeting by highlighting the agenda points of the meeting.
Managing Director Applauded the role of IQAC for receiving the Ignited Edubirds Award.

1	The minutes of last IQAC meeting was presented and approved by all the members present.	
2	Action taken report of the suggestion of last meeting is as follows:-	
	(i)	International yoga day was celebrated
	(ii)	Motivational thoughts boards were placed in all the floors of the main building
	(iii)	Plantation was carried out at village Thamba Moksh Dham
	(iv)	Activities report was submitted timely
	(v)	Point is pending will be executed with the start of new session
3	Roof top solar energy plant 31KV renewal energy solar plant of the main building and on the roof of parking shed has been installed	
4	The best house and best pupil teacher award was decided in the meeting. Award committee will finalize the criteria for the awards.	
5	Scholarship Scheme committee is requested to strengthen the process of scholarship provided by the various agencies.	
6	IQAC cell to conduct the academic and administrative annual audit and report to be shared with the concerned department	
7	Suggestion received from the members	
	(i)	Washing of the curtains
	(ii)	Furniture and other repair work
	(iii)	Celebration of vanmahotsav
	(iv)	Additional requirement of computer B.Ed. staff room
	(v)	Preparation for the B.Ed. and M.Ed. counseling
The meeting was concluded with vote of thanks given by assistant coordinator;		


IQAC Coordinator


Dr. Parveen Kumar Sharma


Principal

Dr. B. S. Bagh

Principal

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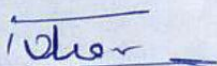

DRONACHARYA PG COLLEGE OF EDUCATION, RAIT, KANGRA (H.P.)
INTERNAL QUALITY ASSURANCE CELL
MINUTES OF IQAC MEETING

Date/Time	22 nd December, 2018/ 2PM – 4PM
Venue	Language Lab
Members Present	
Chairperson	Dr. B.S. Bagh, Principal
Management Representatives	Sh. G.S. Pathania, Managing Director Sh. B.S. Pathania, Executive Director
IQAC Coordinator	Dr. Parveen Kuma Sharma, Coordinator Mr. Anish Korla, Asst. Coordinator
Administrative Representatives	Mr. Sumit Sharma, HOD B.Ed Mrs. Anita Chandel, HOD M.Ed. Mr. Rajesh Singh Rana, HOD BCA Mr. Mukesh Kumar, HOD BBA Mr. Ashwani Kumar Sharma, Office Supdt. Mr. Sunil Pathania, Librarian Mrs. Meghna Pathania, Training & Placement Officer
Teachers	Ms. Kritika Katoch, Assistant Professor
Student Members	Mr. Sahil (2066) Mr. Nageshwar (2058)
Alumni Association President	Mr. Kumar Sahil
Leave of Absence	PTA President Ms. Konica Pathania, Assistant Professor
Agenda Points	
1	Confirmation of the minutes of the last meeting
2	Action taken report of the suggestions of the last meeting
3	Faculty development programme on IT Skill
4	Discussion on new procedure and guideline for NAAC
5	Focus on research and development
6	Re-constitution of PTA & Alumni
7	Each One Teach One programme
8	Participation in Seminars & Workshops
9	Focus on quality culture during the activities organized by clubs & committees
10	Feedback from teaching schools
11	Financial support to students
12	AQAQ, PAR & AISHE return

Minutes

Dr. B.S. Bagh, Principal, welcomed the members of IQAC meeting and then the coordinator of IQAC started the meeting by highlighting the agenda points of the meeting.

1. The minutes of last IQAC meeting was presented and approved by all the members present.
 2. All the suggestions received during the last meeting were executed.
 3. Managing Director emphasized for the development of IT skill in the fast changing scenario in teaching learning process.
 4. NAAC new guidelines were discussed and further committee was constituted criteria wise for the proper execution.
 5. It was decided that seed money will be provided by the OCEAN Society for taking the project for research. Research committee to plan for the project for research.
 6. News for reconstitution of PTA and Alumni was felt and decision was taken to induct new members.
 7. Each one teach one programme objectives were to be achieved during the teaching practice in schools.
 8. Faculty should participate in the seminar and workshop, the registration fee will be provided by the college and the report of the seminar/workshop is to be submitted in the college.
 9. All clubs committees may be addressed to emphasize on quality during the event organized by them.
 10. Feedback from the schools may be obtained during the teaching practice for further improvement.
 11. Financial support to the students OCEAN Society may provide some relaxation in fee to the needy students. Principal may forwarded the name of the concerned students.
 12. Principal requested all concerned to submit timely report of AQAQ, PAR & AISHE.
- The meeting was concluded with vote of thanks



IQAC Coordinator

Dr. Parveen Kumar Sharma



Principal

Dr. B. S. Bagh

**Principal,
Dronacharya College of Education
Rait (Kangra) H. P. - 176208**



DRONACHARYA PG COLLEGE OF EDUCATION, RAIT, KANGRA (H.P.)
INTERNAL QUALITY ASSURANCE CELL
MINUTES OF IQAC MEETING

Date/Time	20 th April 2019/ 2PM – 4PM
Venue	Language Lab
Members Present	
Chairperson	Dr. B.S. Bagh, Principal
Management Representatives	Sh. G.S. Pathania, Managing Director Sh. B.S. Pathania, Executive Director
IQAC Coordinator	Dr. Parveen Kuma Sharma, Coordinator Mr. Anish Korla, Asst. Coordinator
Administrative Representatives	Mr. Sumit Sharma, HOD B.Ed Mrs. Anita Chandel, HOD M.Ed. Mr. Rajesh Singh Rana, HOD BCA Mr. Mukesh Kumar, HOD BBA Mr. Ashwani Kumar Sharma, Office Supdt. Mr. Sunil Pathania, Librarian
Teachers	Ms. Reena Sharma, Assistant Professor Ms. Konica Pathania, Assistant Professor
Student Members	Mr. Sahil (2066) Mr. Nageshwar (2058)
Leave of Absence	PTA President Alumni Association President

Agenda Points

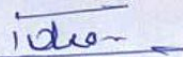
1.	Confirmation of the minutes of the last meeting
2.	Action taken report of the suggestions of the last meeting
3.	Students satisfaction survey
4.	Guidance for competitive exams and higher education
5.	Students grievances
6.	Uploading and updation of event and activities on website.
7.	Strengthening of E. governance
8.	IQAC plan of action for next year
9.	Timely submission of annual activities report

Minutes

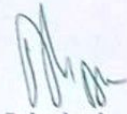
Dr. B.S. Bagh, Principal, welcomed the members of IQAC meeting and then the coordinator of IQAC started the meeting by highlighting the agenda points of the meeting.

1.	The minutes of last IQAC meeting was presented and approved by all the members present.
2.	Action taken report on last agenda points. All the action has been taken on the suggestion of last meeting
3.	Student satisfaction survey is to be conducted and analyzed for further improvement
4.	Convener of guidance and counseling cell is to organized a guidance and counseling session for the further placement and higher education of the students
5.	Students grievances are to be addressed immediately as per the mechanism established in the college

6.	Activities reports are to be immediately up loaded on the website after the completion of the activity
7.	The decision to strengthen the governance was taken in the meeting by all concerned
8.	IQAC coordinator was requested to make a plan of action for the next year and to be presented in next meeting
9.	Stress was given on timely submission of activities in the meeting
Suggestion received from the members	
(i)	Maintenance of projectors and boards
(ii)	Installation of more cameras in the campus
(iii)	Maintenance of gymnasium equipment
(iv)	Requirement of extra board in the teaching practice school
(v)	Preservation of records and assignments
(vi)	Action on preparation of action plan including budget for the next year
(vii)	Maintenance of resource centers including equipments and records
(viii)	Cleaning of water tanks
(ix)	Reconstitution of IQAC
The meeting was concluded with vote of thanks given by assistant coordinator	


IQAC Coordinator

Dr. Parveen Kumar Sharma


Principal

Dr. B. S. Bagh

Principal,
Dronacharya College of Education
Rait (Kangra) H. P. - 176208