



Estd.-2006

**DRONACHARYA PG COLLEGE OF EDUCATION,
RAIT, KANGRA (H.P.)**

**INTERNAL QUALITY ASSURANCE CELL
MINUTES OF IQAC MEETING**

Session: 2019-20

Date/Time	03rd July, 2019/ 11AM - 01PM
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 Kumar Sharma, Coordinator
	Mr. Anish Korla, Asst. Coordinator
Administrative Representatives	Mr. Sumit Sharma, HOD B.Ed
	Dr. Poonam Devi, 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. Anita Chandel, Assistant Professor
	Sh. Sachin Pagrotra, Assistant Professor
	Ms. Kritika Katoch, Assistant Professor
Student Members	Sh. Ankit (2312)
	Ms. Muskan Bhatia (2341)
Training and Placement Officer	Mrs. Meghna Pathania
Leave of Absence	PTA President
	Alumni Association President

Agenda

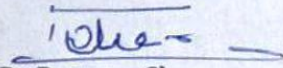
1.	Review and action taken of the previous agenda points
2.	Evaluation of previous University Exam result
3.	Analysis of the student's feedback
4.	Planning seminar on Value Education for students
5.	Adequately Utilization of Resource centers
6.	Admission strategy for University Counselling


Minutes

Dr. Parveen Kumar Sharma, Coordinator IQAC welcomed the dignitaries and IQAC members. The meeting began with the briefing of the agenda points to be fixed for discussion and approval of the IQAC.

1.	All the agenda points of the last meeting were resolved and IQAC coordinator Dr. Parveen Kumar Sharma read the proceeding of the meeting for further confirmation.
2.	The examination committee of the college was requested to analyse the University exam result of the previous session (2017-19).The committee was also requested to prepare a report on student's performance, depicted through graphical representation. The committee will present the report of the result and subject teachers' view point should be considered for the same.
3.	The College feedback committee was appealed to prepare a report of the student's feedback covering the different dimensions for taking initiative to enhance quality. The committee was also requested to prepare a list of suggestions recommended by the students.
4.	HOD's of all departments are requested to prepare a schedule for the seminar on 'Value Education' and consult the Bhaktivedanta Roaming Academy for the same. They were also asked for the finalization of date as urgently as possible.
5.	All the faculty members entreated to use different resource centers to the utmost during teaching- learning process.
6.	Admission committee in-charge Sh. Sumit Sharma was instructed to prepare the strategy for University counseling and prepare a list of requirement well in advance.

The minutes of the meeting was concluded by Sh. Anish Korla, Assistant coordinator IQAC. At the end a formal vote of thanks was proposed by the Assistant Coordinator.


Dr.Parveen Sharma
Coordinator ,IQAC


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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF IQAC MEETING

Session:2019-20

Date/Time	09th Sep, 2019/ 02:00PM - 04:00PM
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 Kumar Sharma, Coordinator Mr. Anish Korla, Asst. Coordinator
Administrative Representatives	Mr. Sumit Sharma, HOD B.Ed Dr. Poonam Devi, 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. Anita Chandel, Assistant Professor Sh. Sachin Pagrotra, Assistant Professor
Student Members	Sh. Ankit (2312) Ms. Muskan Bhatia (2341)
Training and Placement Officer	Mrs. Meghna Pathania
PTA President	Mr. Ashwani Choudhary
Leave of Absence	Ms. Kritika Katoch Alumni Association President

Agenda

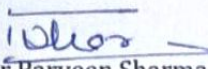
1. Review and action taken of the previous agenda points
2. Orientation programme for newly admitted students
3. Talent Hunt Programme for new entrants
4. Fresher Party for new entrants
5. Reconstitution of College PTA

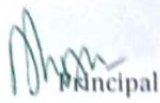
Minutes

The second IQAC meeting began with the welcome speech of IQAC chairperson Dr. B.S. Bagh. He welcomed all the stakeholders of the college IQAC. Thereafter, Dr. Parveen Kumar Sharma, Coordinator IQAC presented the report of last IQAC meeting and announced the agenda points of the meeting-

1.	IQAC coordinator Dr. Parveen Kumar Sharma initiated the meeting with action taken report against the previous meeting agenda points. He provided an open platform to all members to share their views.
2.	HOD Sh. Sumit Sharma and senior faculty members were requested to plan out the orientation programme for new entrants. All the clubs/cells members should be involved in the Orientation programme and students will also be made familiar with the curriculum, rules and college decorum.
3.	An endeavor was directed towards searching, boosting and nurturing the young talent in a playful and competitive manner. For this, a one day talent search function will be organized in next week of September, 21. Sh. Sumit Sharma, HOD Education department was requested to finalize the event by conducting staff meeting and prepare the schedule for the same.
4.	All the B.Ed. core members were requested to fix the Fresher Party for new entrants in collaboration with second year students. It should be scheduled on second Saturday so that school internship has not been hampered.
5.	The College PTA committee has to take initiative for its reconstitution. All members were requested to interact with their students so that meeting date could be fixed as per their parent's availability.

The meeting was concluded and ended with vote of thanks by Sh. Anish Korla, Assistant coordinator IQAC.


Dr. Parveen Sharma
Coordinator, IQAC


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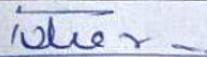
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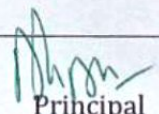
MINUTES OF IQAC MEETING

Session:2019-20

Date/Time	23rd Dec, 2019/ 10:30AM – 12:30PM
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 Kumar Sharma, Coordinator
	Mr. Anish Korla, Asst. Coordinator
Administrative Representatives	Mr. Sumit Sharma, HOD B.Ed
	Dr. Poonam Devi, HOD M.Ed.
	Mr. Rajesh Singh Rana, HOD BCA
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Teachers	Ms. Anita Chandel, Assistant Professor
	Mr. Sachin Pagotra, Assistant Professor
	Ms. Kritika Katoch, Assistant Professor
Student Members	Mr. Ankit (2312)
	Ms. Muskan Bhatia (2341)
Training and Placement Officer	Mrs. Meghna Pathania
PTA President	Mr. Dev Prashad Sharma
Alumni Representative	Mr. Sachin Guleria
Agenda	
1.	Review and action taken of the previous agenda points
2.	House Examination Schedule
3.	Participation in Faculty enrichment programmes
4.	Celebration of International Youth day
5.	Review on curriculum updation
6.	Celebration of College Annual Fest 'Navrang'
Minutes	
The IQAC meeting convened by the chairperson Dr. B.S. Bagh, Principal of the college. The IQAC coordinator, Dr. Parveen Kumar Sharma welcomed all the stakeholders of the college IQAC. Thereafter Assistant Coordinator, Sh. Anish Korla presented the report of last IQAC meeting and announced the agenda points of the meeting-	

1.	IQAC Coordinaor, Dr. Parveen Kumar Sharma reviewed the previous meeting proceeding and the resolution was discussed with all the stakeholders of IQAC.
2.	The college examination committee was requested to prepare a schedule for B.Ed. House examination immediately after the completion of curriculum. The exam must be in accordance with University pattern to provide a platform for pre-rehearsal to the students.
3.	The College IQAC Chairperson, Dr. B.S. Bagh requested the faculty to participate in seminars/ workshops/ refresher courses etc. for sharpening the skills. He proposed that a rotation wise roster should be prepared for the same.
4.	For the celebration of International Yoga day on 12th January, a committee must be constituted by conducting meeting with the faculty members and accordingly prepared scheduled must be shared with all.
5.	HOD, Education department was requested to organize a general meeting with all faculty members to prepare a report on curriculum completion, which has to be shared with IQAC cell for further suggestions.
6.	All HOD's were requested to organize staff meeting to finalize the events to be included in Annual Fest and as per their academic pressure finalize the date department wise. A department wise tentative schedule must be shared with the Principal of the college.
The agenda points of the meeting were concluded by Dr. Parveen Kumar Sharma, IQAC coordinator and a formal vote of thanks was proposed by the coordinator.	


Dr. Parveen Sharma
Coordinator, IQAC


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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF IQAC MEETING

Session:2019-20

Date/Time	17th April, 2020/ 02:00AM – 04:00AM
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 Kumar Sharma, Coordinator
	Mr. Anish Korla, Asst. Coordinator
Administrative Representatives	Mr. Sumit Sharma, HOD B.Ed
	Dr. Poonam Devi, HOD M.Ed.
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Agenda

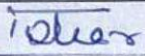
1. Emerging opportunities during Covid-19 in Education
2. Strategy for online classes
3. Training of teacher's for online classes
4. Student's Evaluation during lockdown
5. Initiative for Stress management seminar
6. Faculty development Programme

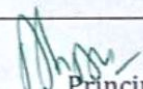
Minutes

Due to Covid-19 pandemic, IQAC meeting was conducted through online platform. At the outset, The IQAC Chairperson Dr. Parveen Kumar Sharma formally welcomed the members in the meeting and in his initial remarks, presented briefly the highlights of the agenda of the meeting in pandemic situation. He urged faculty to update themselves in the use of online tools and platforms for effective teaching - learning transaction in the classroom and avail emerging opportunities in the form of e-resource development, online faculty development programmes, research paper publications, participation in quality virtual national / International seminars and conferences. He further invited the Assistant Coordinator Sh. Anish Korla to continue the proceedings of the meeting. Assistant Coordinator Sh. Anish Korla gave a brief review of previous meeting proceedings and the action taken.

1.	Managing director Sh. G.S. Pathania has requested the faculty members to grasp the opportunities provided in the lockdown period and attend online seminars/ workshops/orientation programme as per the comfort.
2.	It was unanimously decided that to address the challenge of teaching, teachers will take online classes through Zoom app. College management was requested to facilitate the online platform by consulting technical experts.
3.	It was requested to technical experts Sh. Rajesh Rana and Sh. Shard Verma to organize one day workshop for teacher's regarding the use of Zoom app in teaching-learning process as early as possible.
4.	Student's evaluation during lockdown is not so easy; to make it feasible suggestions were requested from all. It was unitedly decided that subjective answer scripts should be submitted through the mail and further more one MCQ test through google form should also be taken to make the evaluation process transparent.
5.	The IQAC has requested to college chief advisor Dr. B.S. Pathania to schedule one day seminar on Stress management for the faculty members and students of the College for their mental well being.
6.	The college IQAC has requested to the HOD's of all department to plan out two days online inter faculty development programme to sharpen the skills and competencies of the teachers.

The meeting was ended with the briefing of resolutions and vote of thanks by IQAC Coordinator Dr. Parveen kumar Sharma.


Dr. Parveen Sharma
Coordinator, IQAC


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