Govt. College for Girls, Sec-14, Gurugram

Summary of Minutes of IQAC Meetings held & ATR

(Academic Session 2021-22)

SNO	Agenda Point	ATR/Contributions
1.	It was decided to preview the process of online examinations comprehensively for smooth and transparent implementation.	Ensured streamlining of online examination process initiated by the Gurugram University to ensure that no student suffers any harsdship.
2.	SoPs for reopening of the college from new academic session	1. Various directions issued by the state government and department of higher education were reviewed time to time and they were implemented in true spirit. 2. Staff members and students were encouraged to get fully vaccinated against Covid-19.
3.	Guidelines regarding online admissions (commenced during Sept 2021) issued by the department were reviewed and suggestions were invited from various members.	1. Admission committees were formulated, and different members were appraised of decisions. 2. Admissions process was concluded smoothly by the Nodal Officer Admissions and the team. 3. Applications for Hostel admissions were invited online at college level and whole process upto fees submission was almost paper free.
4.	The results for the previous academic years were analyzed.	Staff members were appraised about the results and discussions were held to improve performance further in the present scenario.
5.	Efforts should be made to make Mentor-mentees groups more functional to overcome unforeseen Covid like limitations in future.	Mentors were allocated mentees and they were asked to create respective WhatsApp group to communicate important information to the students and redress their concerns.

6.	Guidelines issued by the state government regarding reopening of the college were discussed and different measures to ensure social distancing measures were suggested.	College was opened and physical classes were resume. Detailed guidelines issued by the department regarding social distancing were ensued.
7.	Maximize use of ICT resources and practice blended mode.	To further ensure social distancing teacher used ICT tools and LMS.
8.	Counselling session for fresh students should be done. They should be made familiar with their course and the college.	Fresh students were appraised about the college through mentors and various rules & guidelines pertaining to the teaching learning were shared with them.
9.	To strengthen ICT infrastructure	1. A digital lounge was setup. 2. One MCA lab was setup.
10.	To start new courses on student's demand.	Request was sent to the department of higher education for introduction of MA(Hindi) course in the college which was accepted by the department.
11.	To create a moderate strength hall for organizing staff meetings, trainings, seminars, workshops etc.	One multipurpose hall for hosting national and international conferences/ seminar/ guest lecturers/ presentations set up with the help with the help of Grants Received from the State Government.
12.	Sign MoU and setup eLearning center in the college to nurture skills among students.	e-Learning Centre (PEHEL: Center of Excellence for Skill Development) established under CSR scheme with fundings from SBI Cards and Payment services Ltd.
13.	Programmes to nurture life skills among students should be organized.	Life skills-building programs were offered through different cells/departments including Women Cell, Placement Cell

14.	To ensure all classes are held in the rooms proposal for construction of new Academic Block should be forwarded to the department.	Proposal sent to the department of higher education & chief architecture Haryana.
15.	Reconstruction of dilapidated boundary wall	Boundary wall has been erected.
16.	Develop the institution as a model environment-friendly campus - STPs, water conservation, recycling of waste, etc.	Case being pursued with SBI Cards to setup rooftop Solar Energy Panel under CSR scheme.
17.	Capacity building in emerging areas	Students were trained, workshop organized by different departments/cells/NSS-NCC units for capacity budling.
18.	IQAC should undertake an internal academic audit	Departments have been asked to display timetable promptly, share academic pans with students, lesson plan were posted on the college website
19.	Conduct workshops/seminars/Industry Visits/ conferences and get ready for embracement of NEP-2020	Three days workshop of college staff members was organised to oriented and acquaint hem with the NEP-2020, in concurrence with the guidelines issued by the department.
20.	Provide pure and safe drinking water to the students.	Industrial RO was installed in the campus.
21.	Improve hygiene practices in the campus	1. Waste collection boxes have been installed all over the campus and waste is collected form them by MCG team on regular basis. 2. New Toilet Block for Girls was constructed for students in college campus
22.	Improve physical stamina and	Additional Sports facilities were developmed.

	endurance of the students.	/Development of Herbal Perk
23.	Develop the institution as a model environment friendly campus- STPs, water conservation, recycling of waste etc.	Concrete initiatives undertaken to ensure water conservation and green environment.
24.	Extension of girl's hostel, books journals, equipment, smart classrooms, etc. to improve the teaching-learning quality	Relevant proposals sent to department for approval and funding.
25.	Inculcate feeling of patriotism and human values among students.	Programs were organized to ensure these.
26.	Participate in NIRF, submission of AQAR with NAAC and AISHE data.	This was complied with in the specified time limits as prescribed by the corresponding authorities.
27.	To apply for reaccreditation with NAAC.	NAAC committee has been set timeline to ensure re-accreditation before closing of 2022-23 academic session.

Principal
Govt. College for Girls
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