

GOVERNMENT COLLEGE FOR GIRLS

SECTOR-14, Gurugram, Haryana

Minutes of Meeting of IQAC held under the chairmanship of the Principal Ms. Indu Rao, Govt College for Girls, Sec-14, Gurugram on 19th July 2023

First meeting of the session 2023-24 was held on 19 July 2023 at 11.30 A.M in the Principal's office. Following officers attended the meeting.

1. Ms. Indu Rao, Convener (IQAC) cum Principal, Govt. College for Girls, Sec-14, Gurugram.
2. Dr. Sandeep Maan, Coordinator (IQAC), Govt. College for Girls, Sec-14, Gurugram.
3. Ms. Savita Mahendroo, Associate Professor
4. Ms. Pushpa Antil, Associate Professor
5. Ms. Anita Rathee, Associate Professor
6. Mr. Pradyuman Singh, Associate Professor
7. Mr. Lokesh Sharma, Associate Professor
8. Ms. Manjula Verma, Associate Professor
9. Mr. Pradeep Kumar (Bursar), Associate Professor
10. Dr. Manisha, Assistant Professor
11. Ms. Shalvi, student

- The Principal sought feedback from the result verification committee regarding the ongoing process of OTP.
- The time table incharge was asked to prepare and submit the time table for the odd semester before the session commences on 21st July.
- The HODs were asked to provide teacher wise time table and lesson plan. They were also asked to submit a list of stationary items required for the session in the office.
- The annual committee list was discussed and the convenors were asked to finalize their activities for the session and prepare a schedule.
- The admission committee was directed to ensure smooth conduction of admission through physical counselling.
- It was decided to have a staff meeting at 1.30 on 21st July so that the teachers could be informed about the forthcoming NAAC visit to the college on 24th & 25th August and discuss the level of preparation for the same.
- The HODs were to ensure that answer scripts sent from the university were duly checked by the teachers.
- Mentors were to be allocated mentees as soon as admission process was done and the mentors were to create WhatsApp group with them so that they could remain in direct contact with their mentees.

- Nodal officer DHT-IT was asked to upload main time table, once received, on the college website.
- The principal congratulated the CSR committee and IQAC members for the successful installation of solar panels in the college.
- It was decided in the meeting to appoint student ambassadors and their team i.e light brigade and water brigade. They were to be entrusted with the responsibility of ensuring that there was no wastage of water and electricity in the campus.
- A decision was taken to organize a cleanliness and sanitation drive in the campus for which a detailed discussion with the committees involved was to be done.
- The Principal proposed the idea of making a wall of charity as a part of social outreach programme where students could learn to share and help.
- Idea to set up a wall of hope was also made which could serve as a point of emotional outlet.
- It was decided to create an entrepreneurship cell which could help students with startups and possibly with some space within the college campus.
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Meeting ended with a vote of thanks to the chair.

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(Coordinator-IQAC)

Shalee

TSK
Ambassadors

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