

SNRL JAIRAM GIRLS COLLEGE,

LOHAR MAJRA, KURUKSHETRA

02-07-2018

2018-19

IQAC meeting with Principal & members of Advisory Committee was held on 02nd July, 2018 as per agenda. The following members attended the meeting:-

Sr. No.	Name of the Member	Designation	Status (Present/Absent)
1.	Dr. Geeta Goyal	Chairman IQAC	Present
2.	Sh. S.N. Gupta	Administrative Representative	Present
3.	Dr. Neeta Sharma	Coordinator	Present
4.	Dr. Sarojini Jamadagni	Co-coordinator	Present
5.	Mrs. Poonam Chaudhary	Member	Present
6.	Dr. Sunita Rani	Member	Present
7.	Dr. Preeti Sharma	Member	Present
8.	Mrs. Amarjeet Kaur	Member	Present
9.	Ms. Diksha (B.Sc. III)	Student Representative	Present
10.	Ms. Sarvjot Kaur (B.Sc.II)	Student Representative	Present

Agenda:

1. Student Induction Programme.
2. "Hawan" in college.
3. IQAC Action Plan for the year 2018-19.
4. Status of NAAC.
5. Any other matter with permission of chair.

Members:-

1. Duties of faculty member were finalized for the Induction programme that will be organized for the first year students.
2. Date of "Hawan" was decided and duties were assigned to faculty members.

3. It was proposed, all the faculty member. (Regular/ Contractual) will attend faculty development "Programme" during academic session 2018-19.
4. It was proposed more review meetings will be organized with all the head of departments.
5. Updates were taken on data collected by criterion Head of NAAC.


Dr. Neeta Sharma
Coordinator


Dr. Geeta Goyal
Principal

SNRL JAIRAM GIRLS COLLEGE,

LOHAR MAJRA, KURUKSHETRA

Dated:11-07-2018

2018-19

IQAC meeting with Principal & members of Advisory Committee was held on 11 July, 2018 as per agenda. The following members attended the meeting:-

Sr. No.	Name of the Member	Designation	Status (Present/Absent)
1.	Dr. Geeta Goyal	Chairperson IQAC	Present
2.	Sh. S.N. Gupta	Administrative Representative	Present
3.	Dr. Neeta Sharma	Coordinator	Present
4.	Dr. Sarojini Jamadagni	Co-coordinator	Present
5.	Mrs. Poonam Chaudhary	Member	Present
6.	Dr. Sheela Bathla	Member	Present
7.	Dr. Anita Sharma	Member	Present
8.	Dr. Sunita Sharma	Member	Present
6.	Dr. Sunita Rani	Member	Present
7.	Dr. Preeti Sharma	Member	Present
8.	Mrs. Amarjeet Kaur	Member	Present

Agenda:-

1. Formation of time table.
2. Academic calendar.
3. Activity calendar.
4. NAAC Status..
5. Upliftment of wi-fi facility.
6. Solar panel.

Minutes:

1. It was decided that Time Table committee will prepare Time Table and same will be uploaded on college website.
2. All the faculty members were advised to prepare & submit their academic calendar by the end of this week. So that it can be uploaded at college website.
3. Tentative activity calendar was also finalized by the faculty members.
4. All the members provided updates on the work done on their respective criterion.
5. It was proposed that tower must be installed in college to enhance speed of wi-fi facility.
6. Proposal was prepared by Dr. Preeti Sharma, and sent to management for the installation of solar panel in college premises.

Dr. Neeta Sharma
Coordinator

Dr. Geeta Goyal
Principal

SNRL JAIRAM GIRLS COLLEGE,

LOHAR MAJRA, KURUKSHETRA

Date: 31-08-2018

Minutes of the Meeting

Minutes of meeting of IQAC held on 31-08-2018 Principal's Office at 01:30 p.m. The following members attended the meeting:-

Sr. No.	Name of the Member	Designation	Status (Present/Absent)
1.	Dr. Geeta Goyal	Chairperson IQAC	Present
2.	Sh. S.N. Gupta	Administrative Representative	Present
3.	Dr. Neeta Sharma	Coordinator	Present
4.	Dr. Sarojini Jamadagni	Co-coordinator	Present
5.	Mrs. Poonam Chaudhary	Member	Present
6.	Dr. Sunita Rani	Member	Present
7.	Dr. Preeti Sharma	Member	Present
8.	Mrs. Amarjeet Kaur	Member	Present
9.	Ms. Diksha (B.Sc. III)	Student Representative	Present
10.	Ms. Sarvjot Kaur (B.Sc.II)	Student Representative	Present

The following agenda was discussed in the meeting.

Agenda 1. To promote over all development of the students, extension lectures are to be arranged in all the cells/club s/subjects.

In order to motivate different departments/cells/clubs, all the members agreed to invite maximum possible resource persons from reputed institutes for extension lectures for all round development of the students.

Agenda 2. To promote research environment in the college.

- (i) All teachers should be encouraged to publish at least two research papers in UGC approved journals
- (ii) It was decided to invite the proposal for organization of Seminar/Conference/Workshop/Exhibition for different departments/committee/ cells/clubs.
- (iii) Research Policy was discussed & decided to get approved from management.

Agenda 3. To adopt certain measures to improve the sound quality in seminar hall like false ceiling thick curtains etc.

It was decided unanimously that false ceiling must be installed for better sound quality in seminar hall.

Agenda 4. To appoint a counselor (psychologist) for counseling the student on mental, emotional and physical issues.

It was decided to call counselor from university psychology department for students fortnightly.


Dr. Neeta Sharma
Coordinator


Dr. Geeta Goyal
Principal

SNRL JAIRAM GIRLS COLLEGE,

LOHAR MAJRA, KURUKSHETRA

Date:01-01-2019

(2018-19)

A meeting of IQAC committee was held in Principal's Office on 01-01-2019 following members were present:-

Sr. No.	Name of the Member	Designation	Status (Present/Absent)
1.	Dr. Geeta Goyal	Chairperson IQAC	Present
2.	Dr. Sarojini Jamadagni	Coordinator	Present
3.	Dr. Sangita Mehta	Co-coordinator	Present
4.	Dr. Karnika Gupta	Co-coordinator	Present
5.	Dr. Neeta Sharma	Member	Present
6.	Mrs. Poonam Chaudhary	Member	Present
7.	Dr. Sunita Sharma	Member	Present
8.	Dr. Preeti Sharma	Member	Present
9.	Mrs. Amarjeet Kaur	Member	Present
10.	Ms. Navneet Kaur	Member	Present
11.	Dr. Loveena Arora	Member	Present
12.	Ms. Anju Saini	Member	Present
13.	Ms. Diksha (B.Sc. III)	Student Representative	Present
14.	Ms. Sarvjot Kaur (B.Sc.II)	Student Representative	Present

Minutes of Meeting:-

1. Co-ordinator of the IQAC committee informed the members that the progress regarding NAAC accreditation process has been satisfactory and steps are being taken for finalizing the IIQA.
2. The process of collecting feedback has been completed. The feedback collected from teachers and parents is to be analyzed up to 10th January, 2019 and for the analysis of student's feedback, last date has been fixed as 25th January, 2019.

3. In continuation to the earlier notice, it was decided that all the faculty members would publish at least two research papers in the UGC approved referred journals.
4. It was decided that the regular faculty members would apply for UGC/CSIR minor research projects and promote research culture among faculty members, a decision to circulate college research policy to the staff members was taken.
5. It was decided that the department of English and Hindi would prepare seminar proposal in their respective subjects and departments of Maths and Home Science would prepare seminar proposal in environment.


Dr. Sarojini Jamadagni
Coordinator


Dr. Geeta Goyal
Principal

SNRL JAIRAM GIRLS COLLEGE,

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The following members were present for the meeting held on 03-09-2018 held in IQAC room at 12: 45 p.m. with IQAC members and cultural Committee.

Designation	Name	Status
Chairperson (IQAC)	Dr. Geeta Goyal	Present
Coordinator (IQAC)	Dr. Neeta Sharma	Present
Member	Mrs. Poonam Chaudhary	Present
Member	Dr. Anita Sharma	Present
Member	Dr. Sunita Rani	Present
Member	Dr. Sarojini Jamadagni	Present
Member	Ms. Jyoti Rani	Present
Member	Ms. Kamita Chugh	Present

Meeting of IQAC with Cultural Committee

Agenda:

1. Finalization of participation in Zonal & Inter Zonal Youth Festival and Ratnawali.
2. Finalization of dates of Talent show, Fresher party and Farewell party.
3. Any other matter with permission of chair

Minutes:-

1. It was decided to participate in the Zonal & Inter Zonal Youth Festival and Ratnawali according to Schedule as per K.U.K.
2. It was decided that Talent show will be held on 10-09-2018.
3. Principal and convener of cultural committee proposed the name of a few distinguished personalities who could be invited as Chief Guest.
4. Cultural committee convener requested the members present to suggest names of student's achievers who could be invited in differing cultural programmes.


Dr. Neeta Sharma
Coordinator


Dr. Geeta Goyal
Principal

SNRL JAIRAM GIRLS COLLEGE,

LOHAR MAJRA, KURUKSHETRA

The following were the members present for the meeting held on 08-09-2018 in IQAC room at 01: 00 p.m. with examination committee along with IQAC co-ordinator & Principal.

Meeting of IQAC with Examination Committee

Designation	Name	Status
Chairperson (IQAC)	Dr. Geeta Goyal	Present
Coordinator (IQAC)	Dr. Neeta Sharma	Present
Member	Mrs. Poonam Chaudhary	Present
Member	Dr. Sangita Mehta	Present
Member	Mrs. Amarjeet Kaur	Present

Agenda:

1. Planning of odd & even semester internal test.
2. Dates for submission of Assignments by students
3. Transparency in internal assessment procedure
4. Any other matter with permission of chair.

Minutes:-

1. Exam committee were instructed to order for examination sheets and other stationery to smooth conduct of sessional test.
2. It was decided that odd semester internal test would be conducted during October, 2018 & even semester will be held during March, 2019.
3. Timing of test was decided as follows:-
1st session: 10:00 a.m. to 12: 00 p.m. and
2nd session: 12:30 p.m. to 2: 30 p.m.
4. Exam committee convener informed that rooms have already been inspected and seating capacity has been calculated for allotting students for internal.
5. It was decided that internal assessment will be shown to all the students by their respective teachers.
6. It was decided that assignments will be collected in the month of Sept. & Oct. for odd semester and Feb. & March for even semester.

Dr. Neeta Sharma
Coordinator

Geeta Goyal
Dr. Geeta Goyal
Principal

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The following were the members present for the meeting held on 30-12-2018 in IQAC room at 1: 00 p.m. with IQAC members HOD's of all departments.

Designation	Name	Status
Chairperson	Dr. Geeta Goyal	Present
Coordinator	Dr. Sarojini Jamadagni	Present
Member	Dr. Rita Dutta	Present
Member	Mrs. Poonam Chaudhary	Present
Member	Dr. Sheela Bathla	Present
Member	Dr. Anita Sharma	Present
Member	Dr. Sunita Sharma	Present
Member	Dr. Neeta Sharma	Present
Member	Mrs. Deepti Sharma	Present
Member	Dr. Sunita Rani	Present

Meeting of IQAC with Heads of Department

Agenda:

1. Review of activities/Events conducted during odd semester
2. Planning of events and activities for even semester.
3. Any other matter.

Minutes:-

1. Performance in Internal Assessment test for odd semester was discussed. It was agreed that steps should be taken to ensure that students take test seriously.
2. HOD's were asked to prepare perspective plan for the next semester.
3. It was decided to recommend up to date quality reference books for library.
4. Chairperson instructed HOD's to organize workshop, seminars, educational events, extension lectures in coming semester.
5. Chairperson also instructed to make maximum use of audio visual aids or ICT tools for teaching

Dr. Sarojini Jamadagni

Coordinator

Geeta Goyal
Dr. Geeta Goyal

Principal

ACTION TAKEN REPORT

(2018-19)

Infrastructural Development	Solar panel were installed on the roof of the college.
Technology Upgradation	High Speed internet tower were installed.
Cultural & Sports Activities	<p>In Zonal Youth Festival mime recommended, poetic symposium (1st), Sanskrit drama recommended (2nd), Instrumental 2nd Total 8 prizes participated in 24 events.</p> <p>In sports 9 Gold Medal, 10 silver medal at university level. 16 students represented at University & State level.</p>
Promotion of Research	<p>Faculty involved in research:-</p> <p>Organized two DGHE sponsored National Seminar, and one Transport department sponsored seminar</p> <p>70 Paper presented, 04 Webinar attended, 04 workshop attended, 03 Refresher attended, 01 STC/FDP attended, 02 Orientation Attended, 06 Research paper Published in National/ International Journal by the faculty.</p>
Promotion, General Awareness and Social Responsiveness	Celebration of Sardar Vallabh Bhai Patel birth anniversary as Rashtriya Ekta Divas by administering oath to the students for National unity. Administered Oath for vote to, students on the occasion of National voter day.
Personality Development and Awareness Programmes	<p>Guest lecture on different awareness and personality development issue like.</p> <ul style="list-style-type: none">➤ Moral Values➤ Nutritious Food➤ Girls Child Status➤ Right to vote➤ Mathematics in daily life
Promotion of Cultural Heritage Traditions & Cultural	<ul style="list-style-type: none">➤ Play on 'Jad Main ek Aurathondihi'➤ Play on 'Last Decision' with Multi Cultural Art Center, Kurukshetra➤ Kavi Darbar on Amrita Pritam➤ Teej Celebration➤ KarvaChothMehendi Celebration

Geeta Goyal
Dr. Geeta Goyal

Principal