

Government Degree College for Women, Anantnag
Minutes of Meeting

The Principal, Dr. Irfan Ul Majid called a meeting with the members of the NAAC/IQAC committee on 24th June, 2021 at 10:30 am. Following issues were discussed in the meeting:

- Agenda:
1. Apprising the Principal about the progress of AQAR, SSR and DVV submission.
 2. Receiving recommendations from the Principal regarding the future course of action.
 3. Receiving inputs from various senior faculty members.
 4. Appraising the NAAC peer visit preparations of various departments.

Proceedings:

The NAAC/IQAC committee apprised the Principal about the submission of AQAR, SSR and DVV. It was brought to the notice of the Principal, Dr Irfan Ul Majid that despite the pandemic the NAAC/ IQAC committee worked tirelessly to submit the AQAR, SSR and DVV on time. The convener, NAAC/IQAC, Prof. Mushtaq Parray also assured the Principal of the readiness of the college to face a NAAC peer team visit

The Principal Dr. Irfan ul Majid gave some recommendations for the preparations of the NAAC peer team visit. Some of the recommendations were:

1. Preparing departmental profiles.
2. Preparation of updated CVs.
3. Maintaining stock register.
4. Maintaining internal and external awards.
5. Documenting all the timetables of the previous years.
6. Maintaining a record of IQAC activities.
7. Upgradation of the website with all the IQAC activities mentioned on the website.
8. Preparation of presentations regarding NAAC.








It was also decided in the meeting to conduct meetings with various stakeholders including alumni, students and parents to apprise them of the NAAC review process.

The Principal directed the NAAC/ IQAC committee to present their work to the members of the faculty and also receive feedback from them on 7th July, 2021. It was also unanimously decided in the meeting to conduct a mock visit of the departments on 7th July, 2021 to ascertain their progress for the NAAC peer team visit. The Principal directed the NAAC/ IQAC committee to report to her on 29th June, 2021 to apprise her of the latest developments.

The meeting was concluded with a vote of thanks by Staff secretary, Dr. Jaleel Ahsan.

Faculty members in attendance

1. Prof. Mushtaq Ahmed Parray
2. Dr Naseer Ahmad Khan
3. Dr. Mudasir Hameed
4. Prof. Shabir Ahmad Bhat
5. Prof Ambreen Gul
6. Dr. Salma Khan
7. Dr. Manzoor Ahmad Shah
8. Dr. Bilal Ahmad Shah

Coordinator 
Co-Coordinator 
Member 
Member 
Member 
Member 
Member 

Senior faculty members in attendance

1. Prof. Mehmood Ahmad Tak

2. Prof Zahoor Ahmad Shah
3. Dr. Jaleel Ahsan Zargar
4. Prof Bilal Ahmad Khanday

Minutes prepared by



Ambreen Gul
Media secretary

Dated: 24th June, 2021



Principal
GDC Women Anantnag



GOVERNMENT DEGREE COLLEGE FOR WOMEN, ANANTNAG J&K

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Date: 20/ 09/2021

ACTION TAKEN REPORT ON IQAC MEETINGS FOR YEAR-2021

The meeting convened by the worthy principal with IQAC on 24/06/2021 in the principal chamber had following agenda:

1. Information regarding AQARs/ SSR/DVV
2. Meeting with stakeholders
3. NAAC Peer visit preparations at the departmental level

AQARs for the years 2015, 2016, 2017, 2018, 2019, 2020 were submitted well in time and accepted by NAAC Bangalore. Regarding SSR preparation and submission –after submitting SSR in March, 2021, DVVs were received in June, 2021 and cleared in July, 2021. After DVV clarification, final and revised SSR was received in September, 2021. The request to NAAC for NPT visit was deferred because of COVID-19 pandemic.

The meeting of parents, alumni and the student council was communicated to different stake holders but due to pandemic, there was little response. Such meetings shall be continued in future till restrictions are removed by the government.

The departments are almost complete vis-a-vis NAAC preparation and have been informed to work according to the list already furnished to them.

The worthy principal convened one more meeting of IQAC on 16/09/2021 in the college conference hall, the agenda of the meeting was :

1. Progress of preparations for NAAC
2. Gender sensitization program
3. Renovation of college roads
4. Distribution of duties among HODs

The deposition of 2nd instalment SSR fee to NAAC shall be deferred till administrative block is complete as construction material is scattered around the main gate. Documentation process is complete, departmental work is almost complete , some documentation process in the departments needs to be reviewed.

Gender sensitization programs are being conducted: International Women day was conducted 08/03/2021.

College roads are being repaired, lanes repaired, ground water recharging pits constructed and UED constructed flood pipe installed. The roads are to be macadamized or floor tile cover to make roads dust free.


Coordinator


Principal
Govt. Degree College
for Women, Anantnag
District of Jammu

Government Degree College for Women, Anantnag

Minutes of meeting

A general staff meeting was called by the Principal, Dr. Irfan ul Majid on 7th July, 2021 at 12:30 pm in the college conference hall. The meeting had been called to discuss following issues with the faculty:

Agenda

1. Prompt delivery of the designated official work.
2. Improvement of work culture in the college.
3. Ensuring regular classwork.
4. Brief reports from the convener of various committees about various assignments completed by the committees.
5. Vaccination drive for the faculty, staff and students of the college.
6. Pending information for the website.
7. Issues pertaining to the library.
8. Identification of talented students.
9. Various developmental activities undertaken by the Development committee.

Proceedings

The meeting was started with a welcome address by the staff secretary Dr. Jaleel Ahsan. He welcomed the Principal, Dr Irfan ul Majid and ensured her that the staff would provide her complete support and cooperation. After this the session was handed over to the Principal, Dr. Irfan ul Majid. The Principal impressed upon the faculty that the official work given to the faculty members should be completed within a stipulated time. A discussion was held with the faculty members regarding the improvement of work culture in the college.

The Principal, Dr Irfan ul Majid also instructed the faculty to conduct the online classes regularly as these will be continued to be monitored by the Academic monitoring committee and the Principal.

The conveners of various committees were asked to present brief reports on various assignments completed by them in recent months. They were also informed that monthly reports should be prepared and presented by them. The Principal instructed the members of various committees to shoulder responsibilities and support the convener. The members of the committees were informed that they are answerable to conveners and there should be proper distribution of work in the committees.

The faculty was informed that the college was organizing a vaccination drive for the teachers, staff and students of the college. Subsequently, the faculty was instructed to inform the students on the whatsapp groups about the same.

In the light of upgradation of the website, the faculty and departments were requested to provide all the pending information to the website committee as soon as possible.

Various issues pertaining to the shifting of the library were discussed in the meeting. The faculty was informed that the library is open for the students of the college.

The Principal advised the faculty to identify talented students and encourage them. They were instructed to engage with the students in order to lead to an all-round development of the students.

Finally, the convener, Development committee, Prof. Zahoor A Shah, informed the faculty and the Principal about the various developmental activities undertaken in the college for the last couple of years.

The meeting was concluded with a vote of thanks by the convener, Academic monitoring committee, Prof Mehmood A Tak.

Minutes prepared by



Media secretary

GDC Women's Anantnag

Dated: 7th July, 2021



Principal

GDC Women's Anantnag

Government Degree College for Women, Anantnag

Minutes of meeting

The college IQAC held a meeting with the college student council on 15th September, 2021 at 12:00 pm. The meeting was presided by the Principal of the college Dr. Irfan ul Majid. The staff secretary of the college was also present in the meeting. The agenda of the meeting was as under:

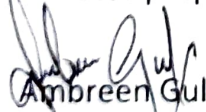
1. Interacting with the student council members.
2. Sensitization of the students regarding the NAAC peer team visit.
3. Addressing the grievances of the students.

The meeting was started with a welcome address by the staff secretary Dr. Jaleel Ahsan. The IQAC convener Prof. Mushtaq Ahmed Parray briefed the student council regarding the NAAC accreditation process and the upcoming NAAC peer team visit. The students were advised to read the AQARs and SSR of the college from the college website to make themselves aware about the accreditation process.

The Principal Dr. Irfan ul Majid addressed the students and asked them to express any problems that they might be facing in the college. The students expressed satisfaction with the academic activity and infrastructural support provided by the college.

The meeting was concluded with a vote of thanks by the staff secretary Dr. Jaleel Ahsan.

Minutes prepared by



Media secretary

Dated: 15th September, 2021



Principal

GDC Women's Anantnag

Government Degree College for Women, Anantnag
Minutes of meeting

The Principal of the college Dr. Irfan ul Majid called a meeting with the college IQAC and College advisory committee on 16th September, 2021 at 1:00 pm. The agenda of the meeting was as under:

Agenda:

1. Progress of preparations regarding NAAC peer team visit.
2. Gender Sensitization
3. Renovation of college roads
4. Distribution of HoD duties.
5. Store management Stream lining

The Principal took stock of the preparations regarding NAAC. The departments were instructed to streamline their preparations and collect all the necessary records to present before the NAAC peer team. The departments were also instructed to keep the department presentations ready.

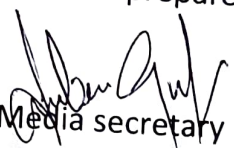
The staff secretary brought to the notice of the chair and faculty that the Women protection cell of the college performs gender sensitization activities in the college. Therefore, to reflect this important task, this committee should also be called as Gender Sensitization Committee. Henceforth Women Protection Cell will be renamed as Women Protection Cell/ Gender Sensitization Committee.

The Principal, Dr. Irfan ul Majid directed the convener development committee to provide remedial measures to renovate the college roads. The convener Development Committee, Prof Zahoor Ahmed Shah explained to the chair and the faculty that the roads provided to the college were substandard and the matter should be taken up with the concerned agency. Alternatively, the college can take up the matter with the district administration and request macadamisation of college roads. The Principal and the faculty decided unanimously to take up the matter with the concerned agency and seek an explanation regarding the substandard condition of roads a year after they were laid.

Various faculty members were appointed as co-ordinators of the departments that do not have any permanent faculty members. The senior most teaching staff member would take up the duties of HoDs in their respective departments.

The Principal suggested the appointment of a permanent member from the non-teaching staff to oversee storekeeping in the college.

Minutes prepared by


Media secretary
GDC Women's Anantnag

Dated: 16th September, 2021


Principal
GDC Women's Anantnag