

M.R. Govt. College, Fazilka

Proceeding of IQAC meeting

Date: 10-01-2024

Time: 1:00 PM to 2:30 PM

Place: Principal Office

Agenda of meeting

- 1) Discussion on DVV.
- 2) Planning of steps for maintenance of student discipline and attendance.
- 3) Decision regarding improvement in NSS camping programme.
- 4) Formation of I.I.C.
- 5) Planning of steps to increase student's strength in coming session.
- 6) Planning for the registration of Alumni.
- 7) Informing the staff regular use of newly installed Bio Matric machine.

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The SSR has been submitted successfully. The college's DVV (Data Validation and Verification) procedure has begun, and the necessary data has been gathered and will shortly be submitted.

To avoid shortage of attendance and drop in academic performance due to absence, it was decided that the College teacher will practice regular direct telephonic contact with the student/parents. It was unanimously decided that the students who will be attend NSS camp in the college will be given free refreshment during the camping programme.

keep in mind the all round development of students, an institutional innovation Council (I.I.C.) was established. For this purpose a committee was formed which will be leaded by Dr. Manjit Singh and assisted by teacher from various department of the college.

To increase the student's strength is coming session, a team was formulated to visit the catchment area and interact with the school students to make them aware about the course and facilities available in the college.

Planning for registration of alumni: The college has an already established association but the members were not registered. Therefore a scheme plan was made for the proper registration of existing members of the alumni. It was also decided that maximum efforts will be made for the addition of new members to the alumni association.

Biometric attendance machine was installed during winter vacation. The staff members were guided about the proper and regular use of the machine to avail maximum benefits from it. The machine will eliminate the need of maintaining manual record in addition to providing data accuracy.

