

M.R. Govt. College, Fazilka

Proceedings of IQAC meeting

Date: 04-02-2023

Time: 1.00 PM

Place: Principal Office

Agenda of meeting


- 1) Review of Progress of SSR.
- 2) Review of Progress of Student Satisfaction Survey.
- 3) Planning of FDP for teaching and non teaching staff.
- 4) Discussion regarding database of student progression and Alumni.
- 5) Maintenance of student absentee record.

Agenda Wise Proceedings of Meeting.

- 1) The meeting started with welcome address of the IQAC member by Principal S. Baldev Singh. After that NAAC coordinator Mrs. Onika Kamboj told the house that self-study report (SSR) is almost ready. It will be finalized within 2-3 days and after that it will be submitted to state coordination committee for vetting as soon as possible.
- 2) Convener of student satisfaction survey committee Mrs. Mamta Grover was also present in the meeting. She told the house that data for student satisfaction survey has already been collected from students and parents. She told the house that student satisfaction survey report will be ready by the end of this month. Principal suggested that if possible, feedback from alumni should also be included in the survey.

- 3) Principal suggested the IQAC member to conduct Faculty Development Programmes for teaching and non teaching staff. NAAC coordinator Mrs. Onika Kamboj assured the house that FDP will be organized within few days.
- 4) The house was open for suggestion to strengthen the alumni association. It was also felt that institute has not maintained student progression record. In this regard principal suggested that a Google form should be prepared and its link should be available on college website in the name 'Student Progression Form'. The google forms should also be shared in the student Whatsapp group of these students who have graduated from the college and groups are still active. It was also suggested that an alumni meet should be conducted in coming days.
- 5) It was felt that there is a need to maintain student absentee record daily. It will help to increase attendance of students in the classes. The house agreed to implement this suggestion.

At the end, NAAC coordinator and vice-Principal Mrs. Onika Kamboj thanked the IQAC members for sparing their time for the meeting.


Principal
M.R. Govt. College,
Fazilka
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M.R. Govt. College
Fazilka

ਐਮ.ਆਰ.ਸਰਕਾਰੀ ਕਾਲਜ ਫ਼ਾਜ਼ਿਲਕਾ

M.R.GOV'T COLLEGE FAZILKA

Border Road, Fazilka (Gmail:- gcfazilka@gmail.com)

MEMO NO.....128.....



Dated...4-2-2023.

(Signature IQAC Meeting Dated- 04/02/2023)

| S No. | Name | Designation | Email. ID | Mobile No | Signature |
|-------|---|---|-----------------------------|------------|----------------|
| 1 | Smt. Onika Kamboj (Naac-Coordinator) | Guest faculty | onikakamboj111@gmail.com | 6239032109 | |
| 2 | Smt. Anshu Sharma | part time | anshu.ca6@gmail.com | 9855160330 | |
| 3 | Dr. Pradeep Kumar | Guest faculty | profpardeepkr@gmail.com | 7986194840 | |
| 4 | Smt. Gurjinder Kaur | Guest faculty | kaurgurjinder712@gmail.com | 7986666314 | ਗੁਰਜਿੰਦਰ ਕੌਰ |
| 5 | Smt. Mamta Grover | Guest faculty | mamtagrover1981fz@gmail.com | 9463174353 | Mamta |
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| 9 | Sh. Rajesh Kataria | Junior Asst | smsfzk@gmail.com | 8146549110 | → Guest but in |
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| 11 | Sh. Shashi Kant | President Social Welfare Society | shashikant112233@gmail.com | 9417738428 | |
| 12 | Miss. Simran Kor | student | dilpreetkaur32634@gmail.com | 7814732634 | |
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| 14 | Sh. Surinder Kumar Singla | BKO | - | 9815419769 | |

Principal

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