

Minutes of IQAC meetings and Action taken Report (2016-17)

S. No.	Details of Meeting	Action Taken
1	<p>A meeting with Principal and faculty members was organised on 4 May, 2016.</p> <p>Minutes:</p> <ul style="list-style-type: none"> Government schools and rural areas to be visited by staff members to further improve admission. Hoardings to be displayed at prominent places throughout city and nearby areas. 	<p>All staff members were allotted area wise schools where they went to provide career guidance to students. College buses were provided to the teachers for the same.</p> <p>Hoardings were displayed at prominent places like Buria Sahib, Radaur Road, and Bus stand.</p>
2	<p>Meeting of administrative staff and HODs and Deans with Principal was held on 4 July, 2016.</p> <p>Minutes:</p> <ul style="list-style-type: none"> Staff fund will be collected to pay part of fees of needy meritorious students. Applications to be invited for the same. List of merit holders and screening to be done by Admission committee. 	<p>Staff fund was collected from the teaching faculty and after due screening, fees of needy students were paid through this fund.</p>
3	<p>Meeting with Principal and various Committee incharges on 20 Oct, 2016.</p> <p>Minutes:</p> <ul style="list-style-type: none"> Various academic, cultural and health oriented events to be organized from time to time. Formation of teams for implementation of decisions. Seminar proposals to be prepared and sent to UGC, DST and other agencies. Extension lectures should be organized. Organization of educational and excursion trips. 	<ul style="list-style-type: none"> Free Yoga classes were conducted in the morning. Free health check up camp was held. A mock drill on fire safety was organized. Daughter's day was celebrated. A National Seminar was organized on 31 March, 2016 A two days leadership Training Camp was organized on 19-20 September, 2016. Trips were organized to historical places. Vedic Gyan classes were organized. A National Seminar was organized on 23 Jan, 2017. Extension lectures were organized by various departments.
4	<p>Meeting with Principal and career Guidance cell held on 6 Dec, 2016.</p> <p>Minutes:</p> <ul style="list-style-type: none"> Seminars and workshops for grooming of students to be organized. Placement drives to be organized. 	<ul style="list-style-type: none"> A workshop on 'Best out of waste' theme was organized. A seminar on Foreign studies was organized.

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	<ul style="list-style-type: none">• Students should be prepared and sent to placement drives in other colleges.	<ul style="list-style-type: none">• A Campus Placement Drive was organized in which 134 students were present in Screening Test and 13 students were selected.• Students participated in placement drive held at MMU, Mullana.• A campus Placement drive by Social Media Foundation was organized. 70 students participated and 20 students got selected.
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