

# GOVERNMENT DEGREE COLLEGE, SHAHPUR, DISTT. KANGRA (HP)



## Internal Quality Assurance Cell Minutes of the meeting held on 18 July 2022

### Agenda

1. Welcome note
2. Reading of the minutes of the previous meeting
3. Approval of the minutes by the house
4. Revisiting action points decided in the previous meeting
5. Summary of the outcome of the student satisfaction survey
6. Finalization of action points based on suggestions received
7. Finalization of steps to be taken
8. Any other issue with the permission of the chair

### Minutes

Dr Sachin Kumar welcomed the Chairperson, Dr. Charu Sharma, the officiating principal and other attendees. He then read out the minutes of previous meeting. The house approved it without any suggestions for modification. He reminded the house about key action points finalized in the last meeting of the previous sessions and categorized these points under three broad heads, namely College development, Staff Development and Student development and presented the points as under:

#### College Development:

- Initiate the process for implementing an ERP system to enhance institutional efficiency.
- Develop an Institutional Development Plan outlining strategic goals and objectives for the college's growth.
- Commence construction of the college hostel, symbolizing infrastructural expansion and improvement.

**Staff Development:**

- Organize peer lecture series on contemporary, multidisciplinary issues, fostering professional development among teachers.
- Encourage teachers to submit research projects and conference proposals, promoting academic inquiry and dissemination.
- Design and implement a capacity-building program for non-teaching staff to enhance their skills and efficiency.
- Motivate teachers to attend capacity-building programs, ensuring ongoing professional growth.

**Student Development:**

- Introduce new certificate courses to adapt to changing demands and provide students with diverse learning opportunities.
- Conduct student workshops on 21st-century skills in alignment with NEP 2020, preparing them for the future workforce.
- Organize awareness sessions on social issues to promote social consciousness and responsibility among students.
- Provide guidance sessions for making effective career choices, empowering students for their future endeavors.
- Maintain continuity in offering job-oriented, skill-based add-on courses, catering to the current job market demands.

Dr. Sachin further apprised the house that student satisfaction survey 2021-22 had been conducted and analysed. Overall, the students appear to be satisfied with various aspects of the teaching-learning process. He then presented key suggestions received from students as under:

- Skill enhancement sessions should be conducted
- Debates on topic of the curriculum
- More individual attention should be given
- Recruit teachers for sports /physical education
- Programmes on mental health issue
- Staff vacancy should be filled.
- Library should be shifted to a larger space.

**Action points based on the suggestions and commitments made in the last meeting**

- Request letters for filling up the vacant posts and creation of post of teachers in physical education and sociology
- Celebration of various national and international days to be ensured.
- Process for starting professional courses such as BBA and BCA to be initiated

- Teachers to be encouraged to pay individual attention through mentoring and counselling sessions and to conduct debates and discussions on curriculum related topics.
  - Computer science teacher to be instructed to formulate the proposal for installation for ERP system
  - Guidance and Counselling Cell to be asked to conduct sessions on mental health related issues
  - IQAC/NAAC committee be entrusted with initiating a multistakeholder process for developing institutional development plan
  - Request to be made to concerned department for expediting the construction of the college hostel
  - IQAC/NAAC committee to plan for a peer lecture series
  - Research Development Cell to begin the process for submitting research projects and conference proposals
  - Computer science teacher to be asked to design a capacity-building program for non-teaching staff
  - Teachers to be asked to develop add on certificate courses
  - Career Guidance and Counselling Cell and Department of English to be asked to initiate soft skills workshops
  - Ensure that job-oriented courses continue as previous year
  - Special emphasis to be made on conducting regular activities “Road Safety Club” keeping in view recent mishaps on the nearby national highway
- The meeting ended with a vote of thanks to the chair.









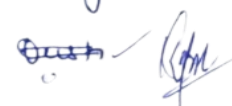
**IQAC Coordinator**



Principal  
Govt. Degree College  
Shahpur

**IQAC Chairperson/Principal**

Dr. Rajan Sharma   
 Mrs. Manjinder Kaur   
 Dr. Sushila Sharma   
 Sh. Harish Kumar   
 Dr. Keshav Koushal 

Mrs. Pawan Dogra   
 Sh. Kapil 

# GOVERNMENT DEGREE COLLEGE, SHAHPUR, DISTT. KANGRA (HP)



## Internal Quality Assurance Cell

Minutes of the meeting held on 4 October, 2022

### Agenda

1. Welcome note
2. Reading the minutes of the previous meeting
3. Approval of the minutes by the house
4. Revisiting action points decided in the previous meeting
5. Finalization of steps to be taken
6. Any other issue with the permission of the chair

### Minutes

Dr Sachin Kumar welcomed the Chairperson, Prof Rakesh Pathania, the officiating principal and other attendees. He then read out the minutes of previous meeting. The House approved it without any suggestions for modification. A report of the status of the action points decided in the previous meeting was presented. The following points were mentioned.

- The most important achievement that took place since first IQAC meeting of the session was development of institutional development plan for 2022-27 through an extensive multistakeholder process. The institutional development plan draws from various sources: the college's vision and mission, peer team feedback from NAAC accreditation, UGC guidelines, stakeholder input, NEP 2020 directives, and Department of Higher Education recommendations. Through collaboration, it aims to drive positive change, enhance quality education, and align with national priorities.
- An extensive induction program was meticulously organized for first-year students, encompassing guided tours to familiarize them with campus

facilities, interactive sessions to acquaint them with the academic curriculum, and mentorship opportunities to ease their transition into college life.

- In response to valuable feedback from students and IQAC members, comprehensive directives were issued to enhance the teaching-learning process. These directives included implementing innovative pedagogical methods, integrating technology into classroom instruction, and fostering a dynamic learning environment that promotes critical thinking and active participation among students, ultimately aiming to elevate the quality of education delivery.
- Collaborative efforts between the Department of Geography and the Research Development Cell culminated in the submission of a grant proposal to ICSSR NWR Chandigarh, with the objective of organizing a National Conference on Mountain Livelihoods. This initiative seeks to facilitate scholarly discourse, share best practices, and explore sustainable solutions to address the socio-economic challenges faced by mountain communities, aligning with the college's commitment to promoting research and community engagement.
- The college actively commemorated numerous international and national days, such as Environment Day, Guru Purnima, Yuva Kaushal Diwas, Independence day, Sanskrit Day, Hindi Pakhwada, Int Youth Day, Literacy day, Ozone Day, Peace Day, NSS Day, Tourism Day. Literacy day, Nutrition week (Poshan Saptah). These days were celebrated through a series of engaging activities and events. These celebrations served as platforms to foster awareness, appreciation, and understanding of diverse cultures, societal issues, and historical events, instilling in students a sense of civic responsibility and global citizenship.
- Under the banner of Azadi Ka Amrit Mahotsav (AKAM), the college organized a plethora of community-related activities aimed at celebrating India's rich cultural heritage and commemorating the nation's journey towards independence. These initiatives included several community related activities fostering a spirit of patriotism, unity, and social cohesion among students and the broader community.
- Students actively participated in inter-college literary events held at Palampur and engaged in initiatives focused on preserving the rich Gaddi culture at Rait. These endeavors provided students with opportunities to showcase their talents, exchange ideas with peers from diverse backgrounds, and contribute to the preservation and promotion of cultural heritage, thereby fostering intercultural understanding and appreciation.

- The college conducted comprehensive awareness sessions on drug abuse prevention and road safety, aiming to empower students with knowledge and skills to make informed choices and adopt safe behaviors. Through interactive workshops, seminars, and campaigns, students were equipped with strategies to resist peer pressure, make responsible decisions, and promote a culture of health and safety within the college and the wider community.
- Rovers and Rangers of the college enthusiastically participated in an exhaustive camp that offered a myriad of outdoor activities, team-building exercises, and leadership training opportunities.
- Sessions on Vedic maths were conducted to introduce students to ancient mathematical techniques and principles, enabling them to develop a deeper understanding of mathematical concepts and enhance their problem-solving abilities.
- Initiation of formal procedures for launching professional or add-on courses in collaboration with Kaushal Vikas Nigam has commenced.

Following new proposals were made and approved:

- Conclude the development of the Enterprise Resource Planning (ERP) implementation proposal, ensuring thorough planning and alignment with institutional needs and objectives, thereby enhancing administrative efficiency and data management practices.
- Commence the introduction of add-on courses on Spoken Sanskrit and Folk Literature, as proposed by the Sanskrit and Hindi departments, aiming to enrich students' linguistic and cultural repertoire, fostering a deeper appreciation for heritage and diversity.
- Maintain the tradition of commemorating upcoming national and international observances, fostering a sense of cultural awareness, inclusivity, and global citizenship among the campus community, reinforcing values of unity, diversity, and social responsibility.
- Ensure proactive communication with ICSSR NWR regarding the progress of the conference proposal, demonstrating dedication to collaborative partnerships and effective project management, with the aim of facilitating meaningful academic exchanges and knowledge dissemination.
- Engage with government authorities to expedite the hostel construction process, highlighting the critical importance of student accommodation and campus

infrastructure development, in alignment with the institution's commitment to providing conducive learning environments and holistic student support.

- Conduct targeted awareness sessions on pertinent social issues, addressing topics such as environmental conservation, mental health, gender equality, and civic responsibility, fostering a culture of empathy, activism, and social consciousness among students and staff.

The meeting ended with a vote of thanks to the chair.



**IQAC Coordinator**



Principal  
Govt. Degree College  
Shahpur

**IQAC Chairperson/Principal**

Dr. Rajan Sharma RShah  
Mrs. Manjinder Kaur (M)  
Dr. Sushila Sharma Sushila  
Sh. Harish Kumar H@  
Dr. Keshav Kaushal Kes  
Mrs. Praveen Dogra P  
Sh. Kapil Ousti K@

# GOVERNMENT DEGREE COLLEGE, SHAHPUR, DISTT. KANGRA (HP)



## Internal Quality Assurance Cell Minutes of the meeting held on 12<sup>th</sup> April, 2023

### Agenda

1. Welcome note
2. Reading of the minutes of the previous meeting
3. Approval of the minutes by the house
4. Revisiting action points decided in the previous meeting
5. Finalization of steps to be taken
6. Any other issue with the permission of chair

Dr. Sachin Kumar extended a warm welcome to Chairperson Prof. Rakesh Pathania, the officiating principal, and other participants. Subsequently, he proceeded to review the minutes of the preceding meeting, which were unanimously approved without any proposed amendments. A comprehensive report detailing the progress on action points from the prior session was then presented, covering the following key points:

- The proposal to host a National Seminar on Mountain Livelihoods was not only accepted by ICSSR NWR, but it also received a generous grant of 80000, affirming our institution's dedication to academic excellence and research initiatives.
- The Department of Geography and Research Development Cell submitted two research proposals to ICSSR New Delhi, focusing on the socio-cultural landscape of the Pangi Valley and the geographies of handicrafts in the Chamba District. These endeavours align with our dedication to fostering academic excellence and advancing knowledge in diverse fields.



- Letters were dispatched to expedite hostel construction, a crucial step in enhancing infrastructure to provide students with conducive learning environments, underscoring our commitment to supporting holistic student development.
- Alumni engagement efforts included inviting ex-students to conduct skill development workshops for geography students, bridging academic knowledge with practical skills, thus enriching the educational experience and preparing students for real-world challenges.
- Career Guidance and Counseling Cell, in collaboration with the Department of English, organized skill development sessions covering various aspects such as time management, emotional intelligence, and resume writing. These initiatives reinforce our commitment to nurturing well-rounded individuals equipped for professional success.
- The Department of Geography served as an academic partner for an international webinar on the International Day of Action for Rivers, showcasing our institution's active engagement in global discourse and knowledge sharing.
- NSS volunteers participated in residential camps focusing on disaster management, enhancing their capacity to contribute meaningfully to society, reflecting our commitment to community service and social responsibility.
- Awareness sessions on critical topics such as e-waste management, tobacco prohibition, road safety, and drug abuse prevention were conducted, underscoring our commitment to fostering a safe and healthy campus environment.
- Various significant days were celebrated, including Mental Health Day, Constitution day , Mountain day: webinar , Day for Differently abled. Matribhasha Diwas. Science day, International Day of Action for Rivers, Poetry Day, Happiness Day, through webinars, seminars, and events, promoting awareness and understanding of pertinent issues, thus nurturing a culture of intellectual curiosity and social consciousness.
- Rovers and Rangers were rigorously selected to represent the college at the state-level Republic Day parade, highlighting our commitment to instilling leadership qualities and fostering a spirit of patriotism and civic duty among students.

The IQAC members congratulated the Principal and Staff of the college for being able to take necessary steps for the betterment of institution and students. Following new proposals were made and approved for the remaining duration of the current year, I.e, 2022-23 and the upcoming session, i.e., 2023-24:


- Implement sustainable practices for the conference, prioritizing waste reduction, energy efficiency, and support for local livelihoods and women's groups.
- Foster interdisciplinary learning and camaraderie through peer lectures across departments.
- Propose a national conference on Indian knowledge systems and their interface with mountain development, aligning with the objectives of NEP 2020.
- Initiate the implementation of an Enterprise Resource Planning (ERP) system to streamline institutional operations.
- Advocate for the construction of an auditorium to enhance campus infrastructure and accommodate various academic and cultural activities effectively.
- Ensure timely completion of hostel construction to meet student accommodation needs and enhance campus facilities.
- Relocate the library to a more spacious location to facilitate better access and utilization of resources.
- Encourage student engagement in community service, particularly supporting unorganized workers to access social security benefits.
- Conduct workshops aimed at preserving traditional art forms, promoting cultural heritage, and fostering artistic creativity.
- Organize group counseling sessions to identify and address student issues, promoting mental health and well-being on campus.

- Sustain the celebration of national and international days and weeks, emphasizing values of humanity and community, fostering a culture of inclusivity and social responsibility.

The meeting ended with a vote of thanks to the Chair.



**IQAC Coordinator**



Principal  
Govt. Degree College  
Shahpur

**IQAC Chairperson/ Principal**

Dr Rajan Sharma RShah  
Mrs Manjinder Kaur. (MJK)  
Dr Sushila Sharma Sushila  
Sh Harish Kumar H.K.  
Dr Keshav Kaushal K.K.

Mrs. Praveen Dogra P.D.  
Sh. Kapil K.K.