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**OFFICE OF THE PRINCIPAL GOVT. P.G COLLEGE FOR  
WOMEN GANDHI NAGAR JAMMU**

**Minutes of Meeting**


A meeting of IQAC along with senior faculty members of college was held on 14<sup>th</sup> September 2020 at 12:00 Noon under the chairmanship of Worthy Principal Prof. (Dr.) Sangita Nagari in her office chamber.

**Agenda of the Meeting**

The agenda of the meeting was to discuss various points regarding setting up of Inter-disciplinary research laboratory under development of Research Ecosystem in colleges as per NEP-2020.

The members present in the meeting were informed that Higher Education Department of J&K (UT) has sanctioned inter-disciplinary research lab under Hub and Spoke model in which 13 colleges of Jammu division were as spoke colleges (Vide Circular No. 04-JK (HE) of 2020 dated 09-09-2020)

**Members present**

Dr. Suresh Kumar Bhat  
Dr. Anjali Bhat  
Dr. Rupinder Kour  
Dr. Renu Anand  
Prof. Mohinder Pal  
Prof. Deepika Gupta  
Dr. Anuradha Gandotra   
Dr. Seema Arora  
Mr. Ashok Tandon  
Prof. B. D Sehgal  
Prof. Rajinder Kumar Sharma  
Prof. Yash Paul  
Dr. Rahul Sharma

## Discussion

A threadbare discussion was held on different points which include

1. Space for labs, selection of Dean, nomination of Research Advisory committee and Research Review Committee.
2. Committee members unanimously decided that senior faculty members may be appointed as Dean and Research Advisory committee and Research Review committee members may be nominated as per guidelines of scheme.

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

## Members present

Dr. Suresh Kumar Bhat

Dr. Anjali Bhat

Dr. Rupinder Kour

Dr. Renu Anand

Prof. Mohinder Pal

Prof. Deepika Gupta

Prof. Anuradha Gandotra

Dr. Seema Arora

Mr. Ashok Tandon

Prof. B.D Sehgal

Prof. Rajinder Kumar Sharma

Prof. Yash Paul

Dr. Rahul Sharma

  
Coordinator IQAC

  
Principal

**OFFICE OF THE PRINCIPAL GOVT. P.G COLLEGE FOR  
WOMEN GANDHI NAGAR JAMMU**

**Action Taken**

A meeting of IQAC was held in the chamber of Principal Dr. Sangita Nagari on 18<sup>th</sup> September 2020 to review the decisions taken in the earlier meeting. Worthy Principal nominated Dr. Suresh Bhat as Dean and research advisory committee and research review committee was formulated for establishment of Inter-disciplinary research lab at GCW, Gandhi Nagar, Jammu.

The meeting ended with a vote of thanks.

  
Coordinator IQAC

  
Principal

**OFFICE OF THE PRINCIPAL GOVT. P.G COLLEGE FOR WOMEN**  
**GANDHI NAGAR, JAMMU**

A meeting of IQAC was held in the chamber of Principal Prof (Dr.) Sangita Nagari on 13<sup>th</sup> July 2021. Dr. Sangita Nagari, the chairman, welcomed the senior faculty member and briefed about the agenda.

**AGENDA OF THE MEETING**

To constitute the Internal Quality Assurance Cell (IQAC) for year 2020-2021. The said committee could not be framed earlier due to Covid- pandemic as the college was under lockdown.

**DISCUSSION**

The following points were discussed and resolved unanimously:

- To appoint senior faculty member of the college as the coordinator.
- To frame NAAC Committee comprising Associate/ Assistant Professors.
- To appoint one nominee each from Local society/ Trust/ students/ Alumni/ Employees/ Industrialist/ Stakeholder who will be a part of the said committee.
- To compile and analyze institutional data as per NAAC Performa.
- To assign the work of seven criterions of the NAAC accreditation to the respective convenors and frame sub- committees that shall work under the criterion conveners to accomplish the task.

**Committee members**

1. Dr. Suresh Kumar Bhat (Coordinator )
2. Dr. Anjali Bhat
3. Dr. Rupinder Kour
4. Dr. Renu Anand *RAI*
5. Prof. Mohinder Pal
6. Dr. Deepika Gupta
7. Dr. Anuradha Gandotra
8. Dr. Seema Arora

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Principal

OFFICE OF THE PRINCIPAL GOVT. P.G COLLEGE FOR WOMEN

GANDHI NAGAR, JAMMU

ACTION TAKEN

A meeting of worthy Principal Dr. Sangita Nagari with senior faculty of the college was held in the chamber on 16<sup>th</sup> July 2021 to review the decisions taken in the previous meeting held on 13<sup>th</sup> July 2021. The NAAC Committee was framed and a senior most faculty was appointed as Coordinator IQAC and NAAC committees, sub committees were framed. Two nominees from local society and one student representative from presidium were appointed as committee members.

  
Coordinator IQAC

  
Principal


OFFICE OF THE PRINCIPAL GOVT. P. G. COLLEGE FOR WOMEN  
GANDHI NAGAR, JAMMU

Follow up report of online Workshop of NAAC Accreditation

A meeting of IQAC cell was held in the chamber of worthy Principal, Dr. Sangita Nagari on 16/7/2021 to take stock of the workshop on the key criterions of NAAC, convened by Prof. M.S. Pathania, Principal, GCW, Kathua, earlier on 16-07-2021. The committee unanimously resolved the following key points.

- That sub- committees shall be reconstituted who will assist the conveners in the compilation of data.
- That the data compilation shall be initiated from the year 2018 onwards, as data of the years 2016 and 2017 has already been consolidated.
- That the personal file of all the faculty members will be updated according to the latest NAAC performa.
- Track record of pass out will be maintained.
- All the staff members will be asked to submit fresh Self Appraisal Report in both hard and soft copy.

The meeting ended with the vote of thanks to worthy Principal.

  
Coordinator

  
Principal

Members present in the meeting :

- 1 Prof. Sujata Slathia 
- 2 Prof. B.D Sehgal
- 3 Prof. Anjali Bhatt 
- 4 Prof. Anuradha 
- 5 Prof. Suresh Kumar 
- 6 Prof. Rupinder Kour 
- 7 Prof. Seema Arora 
- 8 Prof. Renu Anand 

OFFICE OF THE PRINCIPAL GOVT. P. G. COLLEGE FOR WOMEN  
GANDHI NAGAR, JAMMU

A meeting of IQAC/ NAAC Accreditation under the chairperson, Dr.Sangita Nagari, was held in auditorium on 19-07-2021 wherein, Ex- coordinator IQAC Prof. Surinder Kumar, was invited to brief the members about the data consolidated during his tenure. After Prof. Surinder Kumar's briefing the Conveners of seven criteria presented their progress in their respective areas till date. Dr.Sangita Nagari while speaking impressed upon all the members associated with NAAC to work whole heartedly so that the purpose of NAAC is taken to its logical conclusion. Further, she emphasized the following key points:

1. That the conveners of different criterions will discuss their progress amongst themselves.
2. That the data shall be centralized so that it can be made available as & when required by other criterion conveners.
3. That the 70% online assessment and 30% paper work will be prepared according to NAAC performa.
4. That Comparison of the result with the other constituent colleges of Cluster University shall be done.
5. That the track record of pass out shall be prepared.
6. That the details of faculty members for the years 2016 onwards shall be consolidated.
7. That online feedback report from the students and alumni shall be taken.
8. That the Departmental profile shall be maintained.
9. That the Automation of Library should be taken up without further delay.
10. That Women Development Cell shall be revived.
11. That Recycling of Waste/Soiled water in the utilization of farming shall be considered forthwith.
12. The next meeting was decided to be held on 13-8-2021.

The meeting ended with the vote of thanks to worthy chairperson.

  
Coordinator

  
Principal

**OFFICE OF THE PRINCIPAL GOVT. P.G COLLEGE**  
**FOR WOMEN GANDHI NAGAR, JAMMU**

A meeting of IQAC/NAAC Accreditation was held on 13<sup>th</sup> of August, 2021 in the office chamber of Principal, Dr. Sangita Nagari to review the decisions taken in the earlier meeting held on 19-07-2021.

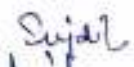
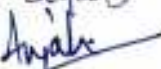

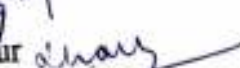


The members while presenting their view points approved the minutes of the earlier meeting unanimously. The Principal impressed upon all the seven criterion convenors and sub committee members to carry out the decisions taken in earlier meeting effectively and work whole heartedly for the compilation of SSR of last five years so that same can be presented to NAAC authorities well in time.

The meeting ended with vote of thanks to the chair.

  
Coordinator

  
Principal

The following members present in the meetings.

1. Prof. Sujata Slathia 
2. Prof. Anjali Bhatt 
3. Prof. Anuradha 
4. Prof. Rupinder Kour 
5. Prof. Seema Arora 
6. Prof. Renu Anand 



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**Department of Education**  
**Government P.G College for Women, Gandhi Nagar Jammu**

*Minutes of Meeting*

**Date and Time:** 25<sup>th</sup> August 2021, (12:30 PM)

**Venue:** College Auditorium

**Chairperson:** Dr Rupinder Kour (Head of the Department)

**Faculty Present:**

- ✓ Dr Rupinder Kour (H.O.D)
- ✓ Dr Suresh Bhat (Coordinator IQAC)
- ✓ Mrs. Neetu Raina (Assistant Professor)
- ✓ Mrs. Anupama Sharma (Assistant Professor)
- ✓ Mrs. Anuradha Chowdhury (Assistant Professor)
- ✓ Mr. Ajaz Ahamad Lone (Assistant Professor)

**Agenda of the Meeting:**

The agenda of the meeting was preparation of groundwork for webinar on "NEP:2020" as proposed by IQAC Committee of College.

**Consent Items:**

- It was decided that theme of webinar would be "Higher Education in J&K through NEP:2020"
- It was decided that webinar would be held on 8<sup>th</sup> September 2021 at 11.00 AM.
- Unanimously it was pronounced that Dr Renu Nanda Dean Faculty of Education, University of Jammu would deliberate upon the theme as Resource Person.
- All members were assigned roles well in advance.
- It was decided that event would be organised in EDUSAT of college under technical support of Mr. Harneet Singh, in-charge EDUSAT Hub.
- It was impressed upon organising team to carry out the event in adherence to Covid-19 Protocol.
- The organising team shall comprise of
  - Dr Rupinder Kour (H.O.D)
  - Dr Suresh Bhat (Coordinator IQAC)
  - Mrs. Neetu Raina (Assistant Professor)
  - Mrs. Anupama Sharma (Assistant Professor)

- > Mrs. Anuradha Chowdhary (Assistant Professor)
- > Mr. Abhinav Sharma (Assistant Professor)
- > Dr. Ashma Gupta (Assistant Professor)
- > Mr. Ajaz Ahmad Lone (Assistant Professor)

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④ Anuradha

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Dr Rupinder Kour)  
(H.O.D  
Education

Dr Suresh Bhat  
H.O.D chemistry &  
Coordinator IQAC)

Principal  
Dr.(Prof) Sangita Nagari



## **Department of Education**

**Government P.G. College for Women, Gandhi Nagar, Jammu**

*Constituent of Cluster University Jammu*

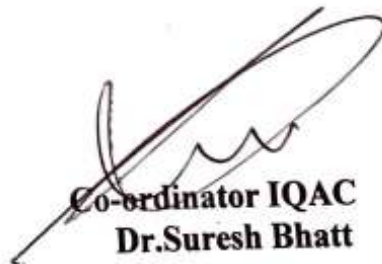
### **Action Taken Report**

A meeting of Head of the Department with IQAC Co-ordinator under the chairmanship of Dr.Sangita Nagari, Principal of the Institution, was held on 10<sup>th</sup> of September 2021, to review the action taken on the decision made in the previous meeting held on 25<sup>th</sup> August 2021. The following actions were initiated.

- One day Webinar on the Topic, Higher Education in J&K through NEP-2020 was held successfully on 8<sup>th</sup> September, 2021,(International Literacy Day) attended by 79 Faculty members of college.
- The Programme highlighted the worth of NEP-2020 in bringing about large scale transformational reforms in School and Higher Education.



**Convenor  
H.O.D  
Dr Rupinder Kour**



**Co-ordinator IQAC  
Dr.Suresh Bhatt**



**Principal  
Dr.Sangita Nagari**

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**OFFICE OF THE PRINCIPAL GOVT. P.G COLLEGE FOR WOMEN GANDHI  
NAGAR JAMMU**

**Minutes of Meeting**

A meeting of Heads of various departments and IQAC cell was held in the chamber of Principal, Dr. Sangita Nagari on 18<sup>th</sup> August 2021 at 12:30pm.

**Agenda of the meeting:** Dr. Suresh Kumar Bhat, Coordinator IQAC welcomed the principal, Heads of various departments and members of IQAC and briefed about the agenda of the meeting regarding updating of departmental activity.

**Members present**

1. Dr. Anjali Bhat
2. Dr. Rupinder Kour
3. Dr. Renu Anand *RAI*
4. Prof. Mohinder Pal
5. Prof. Deepika Gupta
6. Prof. Anuradha Gandotra
7. Dr. Seema Arora
8. Mr. Ashok Tandon

**Minutes of the Meeting**

The following decisions were taken:

1. All the Heads of the Department were directed to update their departmental activities and submit the record of the same to IQAC Cell.
2. The information regarding departmental activities shall be submitted in IQAC cell by 15<sup>th</sup> September 2021

The meeting ended with a vote of thanks by coordinator IQAC.

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5. *Deepika* 6. *Ag* 7. *SA* 8.

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Coordinator IQAC

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Principal

**OFFICE OF THE PRINCIPAL GOVT. P.G COLLEGE FOR WOMEN**

**GANDHI NAGAR JAMMU**

A meeting of IQAC Cell and Head's of various departments was held in the chamber of Principal Dr. Sangita Nagari on 20<sup>th</sup> September 2021 to review the action taken on the decisions taken in the previous meeting held on 18<sup>th</sup> August 2021. The Heads of various departments informed that data of their departmental activities have been already submitted to IQAC Cell.

  
Coordinator IQAC

  
Principal

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## MINUTES OF THE MEETING

DATE: 17<sup>TH</sup> SEP 2021

VENUE: PRINCIPAL CHAMBER

A meeting of the members of IQAC of the college was held in the Principal Chamber under the chairmanship of Dr. Sangata Nagari, Principal of the College. The Principal welcomed the members and briefed about the agenda of the meeting.

**AGENDA OF THE MEETING: To organise the Alumni Meet and to elect the executive body of the Alumni Association for the session 2020-21.**

Those who attended the meeting:

- 1) Dr. Suresh Kumar (IQAC, Coordinator)
- 2) Dr. Deepika Gupta (Convenor, Criterion 5)
- 3) Prof. Sweety Verma
- 4) Prof. Malti Rajput
- 5) Dr. Revika Arora
- 6) Dr. Manmeet Kour
- 7) Ms. Roopali Slathia


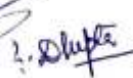
The following decisions were taken


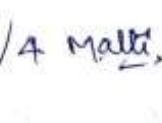
1. An organising committee was constituted for organising the Alumni Meet.
2. Date of Alumni meet was fixed for 20<sup>th</sup> Sep 2021 through online mode.
3. An advisory committee for the Alumni Association was constituted comprising five members.
4. The executive body of the alumni association shall be appointed in the Alumni meet through election process under the supervision of constituted advisory body.
5. The Advisory Body for the Alumni Association comprises the following members
  - I. Prof. (Dr.) Sangata Nagari (Principal)
  - II. Dr. Sujata Slathia
  - III. Dr. Suman Charak
  - IV. Dr. Surjit Kour
  - V. Dr. B D Sehgal
6. The Organising Committee comprises<sup>d</sup> the following members
  - I. Dr. Deepika Gupta (Convenor)
  - II. Prof. Sweety Verma
  - III. Prof. Malti Rajput
  - IV. Dr. Revika Arora
  - V. Dr. Manmeet Kour
  - VI. Ms Roopali Slathia

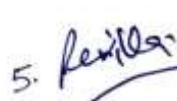
The meeting was adjourned after taking the said decisions.

COORDINATOR  
IQAC

PRINCIPAL

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**GOVT. P.G. COLLEGE FOR WOMEN, GANDHI NAGAR JAMMU**

**REPORT OF ALUMNI MEET FOR THE SESSION 2020-21**

The Internal Quality Assurance Cell of Govt. P.G. College for Women, Gandhi Nagar Jammu organised the Virtual Alumni Meet "MILAN-THE REUNION" with more than 100 participants under the Patronage of worthy Principal Dr. Sangita Nagari on 20<sup>th</sup> September, 2021. Dr. Suresh Kumar, IQAC Coordinator, discussed the agenda regarding the election of the executive body of the Alumni Association of the college. The executive members unanimously elected by the revered gathering include Adv. Radha Jasrotia (President), Dr. Davinder Kour (Vice President), Ms. Renu Nanda (General Secretary), Ms. Madhvi Sharma (Secretary), Ms. Sunita Bhagat (Joint Secretary) and Ms. Nishtha Mahajan (Treasurer). Students mesmerised the audience with their cultural performances. Some members of Alumni while speaking on the occasion recalled their student life experiences of this college. The Alumni pledge of their loyalty to the alma mater was read by Prof. Suman Charak. Formal vote of thanks was presented by Dr. Deepika Gupta, Convenor of Organising committee. The proceedings of the programme were conducted by Dr. Revika Arora and Prof Malti Rajput was the technical host. The other members of the organising committee were Prof. Sweety Verma, Dr. Manmeet Kour and Dr. Roopali Slathia.

  
23/09/2021  
IQAC COORDINATOR

  
PRINCIPAL

OFFICE OF THE PRINCIPAL GOVT. P.G. COLLEGE FOR WOMEN

GANDHI NAGAR JAMMU

MINUTES OF THE MEETING

DATE: 14<sup>th</sup> SEP 2021

On the initiative of IQAC cell, a meeting of IQAC coordinator and department of Chemistry was held on 14/09/2021 to deliberate upon the proposal for organising Science popularisation and Awareness Programme received from DST Jammu on 25/08/2021 vide Letter No. JKSTIC/22/2021/55.

AGENDA OF THE MEETING: To discuss the proposal for organising Science popularisation and Awareness Programme received from DST.

Those who attended the meeting:

- 1) Dr. Suresh Kumar (IQAC, Coordinator)
- 2) Dr. Aran Kumar
- 3) Dr. Sham Lal
- 4) Prof. Malti Rajput
- 5) Dr. Revika Arora
- 6) Dr. Sonika Khajuria
- 7) Dr. Manmeet Kour

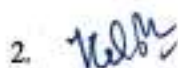
Discussion:

All the members of the Committee unanimously decided:

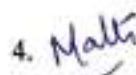
1. A two-day Virtual National Conference on Climate change Threat to Humanity shall be organised
2. Key-note speakers may be invited to deliver a talk on the occasion.
3. Applications from interested plenary speakers may be verified and shortlisted to select five speakers for oral presentation.
4. Students may be encouraged to attend and give presentations based on the theme of conference.
5. All the participants and attendees shall be given certificates.
6. First six winners from students speakers shall be given certificates and cash prize.

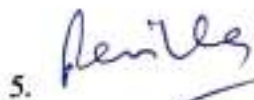
The meeting was adjourned after taking the decision.

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Co-ordinator IQAC

  
Principal



**OFFICE OF THE PRINCIPAL GOVT. P.G COLLEGE FOR  
WOMEN GANDHI NAGAR JAMMU**

**ACTION TAKEN**

A meeting of IQAC and chemistry department was held in the chamber of the principal on 23<sup>rd</sup> September 2021 to review the decisions taken in the previous meeting. It was briefed that two days virtual national conference on 21<sup>st</sup> and 22<sup>nd</sup> September 2021 was organised by chemistry department in collaboration with IQAC on the topic "Climate Change : Greatest Threat to Humanity". On day one Ms. Shruti Khanna Assistant Director, JK Science Technology and Innovation Council, DST Jammu was Guest speaker and on second day Prof. Sharwan K. Dewan (Retired) M.D University, Rohtak and Prof. Anand K. Rohilla Indian Jet Heroes Memorial College, Rohtak delivered their talks. Many faculty members of the college and students also participated in this discussion. About hundred faculty members and students participated in this event.

The meeting ended with a vote of thanks.

  
Coordinator IQAC

  
Principal

Govt.PG College for Women Gandhi Nagar Jammu

Department of Botany

No.:BOT/2021/MB/15

Dated: 14. 09.2021

**Minutes of Meeting**

A meeting of the faculty member's of the Department of Botany and Bio-technology was held in the HoD room of Dept. of Botany on 14<sup>th</sup> of September, 2021 at 11:00 am. Prof. Mala Bhasin Head of Department of Botany welcomed all the faculty members.

The Agenda of the meeting was to discuss the Date, Topic and Resource Person for an International Webinar for Faculty and students.

It was unanimously decided that-

- A **Webinar** will be organised on 24<sup>th</sup> of September 2021 at 11:30am at Google Meet Platform in collaboration with IQAC of the College.
- Dr. Komal Kampasi, Research Staff, Livermore Lawrence National Laboratory, USA will be invited as Guest Speaker.
- The theme of the Webinar will be- 'Emerging Technologies in Neuroscience and related Career Opportunities'.

The meeting was attended by following faculty members:

1. Prof. Mala Bhasin ( HoD, Botany) *M.Bhasin*
2. Dr. Rahul Sharma (HoD, Biotechnology)
3. Prof. Vijay Chandan *V.Chandan*
4. Dr. Rajinder Sharma
6. Dr. Harjeet Kour *H.Kour*
7. Prof. Sania Hamid *S.Hamid*
8. Dr. Anju Koul *A.Koul*
9. Dr. Ashok Kumar
10. Prof. Renu Sharma *R.Sharma*
11. Prof. Sugandha Mahajan *S.Mahajan*
12. Prof. Meenakshi Sharma *M.Sharma*
13. Prof. Swarn Singh

The meeting ended with a vote of thanks

**Copy to:**

1. Principal, for information.
2. Department Office record.


OFFICE OF THE PRINCIPAL GOVT. P.G COLLEGE FOR  
WOMEN GANDHI NAGAR JAMMU

ACTION TAKEN

A meeting of IQAC was held in the chamber of principal Dr. Sangita Nagari on 27<sup>th</sup> September 2021 to review the decisions taken in the previous meeting. It was conveyed that Department of Botany and Biotechnology in collaboration with IQAC has organised one day virtual webinar on the topic "Emerging Technologies in Neuroscience and related career opportunities" on 24<sup>th</sup> September 2021 at 11:30 am. Dr. Komal Kampasi, Research staff, Livermore Lawrence National Laboratory, USA was the guest speaker and delivered a talk on neural interface and it's working. All the staff members and a total of 98 students attended the webinar.

The meeting ended with a vote of thanks by Coordinator IQAC

  
Coordinator IQAC

  
HOD (Botany)

  
Principal

### **Minutes of Meeting**

A meeting of IQAC and Department of Computer Applications was conducted on 25<sup>th</sup> of September, 2021 at 11 :30 a.m. in the chamber of worthy principal Dr. Sangita Nagari.

### **Agenda of Meeting**

On the initiative of IQAC, One day training programme shall be organized on the topic "**Microsoft Office Tools**" for non-teaching staff of the College on 4<sup>th</sup> October, 2021

### **Members Present**


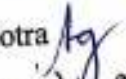
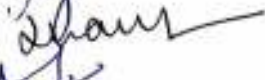




1. Dr. Suresh Bhat
2. Dr. Anuradha Gandotra
3. Prof. Rupinder Kour
4. Prof. Renu Anand
5. Prof. Mamta Kundal
6. Prof. Rohit Gupta
7. Prof. Ambica Kumari

**Discussion**

The following decisions were taken in the meeting:

1. That one day training programme would be organized for Non- Teaching staff of the College.
2. That a notification regarding the said programme shall be circulated among non-teaching staff.
3. That all the non- teaching staff (both temporary and permanent) will be asked to attend the training programme.
4. That Prof. Rohit Gupta, Assistant Professor in the Department of Computer Applications, will act as a Resource Person.

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

1. Dr. Suresh Bhat 
2. Dr. Anuradha Gandotra 
3. Prof. Rupinder Kour 
4. Prof. Renu Anand 
5. Prof. Mamta Kundal 
6. Prof. Rohit Gupta 
7. Prof. Ambica Kumari 

  
**COORDINATOR**  
**IQAC**

  
**PRINCIPAL**

ACTION TAKEN

Meeting of IQAC and Computer application was held on 7<sup>th</sup> of October, 2021 to review the decisions taken in the previous meeting held on 25<sup>th</sup> September, 2021. The Committee was informed by Prof. Rohit Gupta, Resource Person that the Department of Computer Applications organized one day training Programme on 4th of October, 2021 for Non-teaching staff of the College. The non teaching staff gained a preliminary knowledge regarding MS Office and learnt new skills required for operating the Computer. They were very satisfied at the end of the programme. The report of the programme was submitted to IQAC.

The meeting Concluded after review presentation by Prof. Rohit Gupta.

  
COORDINATOR  
IQAC

  
PRINCIPAL

Mobile No: 9419102359  
E-Mail: [principal@cwcgandhinagar.com](mailto:principal@cwcgandhinagar.com)  
Fax/Land Line No 01912435158

OFFICE OF THE PRINCIPAL  
GOVT. P.G. COLLEGE FOR WOMEN GANDHI NAGAR JAMMU  
(CONSITUENT COLLEGE OF CLUSTER UNIVERSITY OF JAMMU)

No: WCG/8348  
Dated: 01/10/2021

ORDER

All the non teaching staff members are directed to attend a One Day Training Programme on topic " Microsoft Office Tools" organized by IQAC in collaboration with Department of Computer Applications on 04/10/2021 at 12:00 Noon at Computer Lab near Arts Block Room No. 7

  
Principal 01/10/2021

**Office of the Principal**  
**Govt. P. G .College for Women, Gandhinagar, Jammu**

**Minutes of Meeting**

**Date and Time:** 8<sup>th</sup> October, 2021; (12.30 PM)

**Venue:** Chamber of the Principal

**Chairperson:** Dr. Sangita Nagari (Principal)

**Faculty Present:**

- Dr. Suresh kumar Bhat (Coordinator IQAC)
- Dr. Rupinder Kour
- Dr. Seema Arora
- Prof. Deepika Gupta
- Prof. Mohinder Pal
- Prof. Yash Paul
- Dr. Ramandeep Kour
- Dr. Ashma Gupta
- Dr. Nidhi Suri
- Dr. Neha Antal
- Dr. Monika Hans

**Agenda of the Meeting:**

- The Agenda of the meeting was that the AQAR's will be uploaded from 11<sup>th</sup> October, 2021 under the supervision of the team ;
1. Dr. Suresh Kumar Bhat (Coordinator IQAC)
  2. All Seven Criteria Incharges
  3. Dr. Yash Paul (Assistant Professor in Chemistry)
  4. Dr. Ashma Gupta (Assistant Professor in Zoology)
  5. Dr. Neha Anthal (Assistant Professor in Zoology)



- EDUSAT Hub will be used for online uploading of AQAR's.
- Inputs of Future Plans for the next academic year from different Criteria's will also be incorporated in the AQAR's.
- A Wheel Chair and Braille books will be purchased for differently abled students.

**Faculty Members:**

1. Dr. Suresh kumar Bhat
2. Dr. Rupinder Kour
3. Dr. Seema Arora
4. Prof. Deepika Gupta
5. Prof. Mohinder Pal
6. Prof. Yash Paul
7. Dr. Ramandeep Kour
8. Dr. Ashma Gupta
9. Dr. Nidhi Suri
10. Dr. Neha Antal
11. Dr. Monika Hans

The meeting ended with the formal vote of thanks to the Chair.  
 Submitted to Worthy Principal for approval.

  
 Dr. Suresh kumar Bhat  
 (Coordinator IQAC)

  
 Dr. Sangita Nagari  
 (Principal)

**OFFICE OF THE PRINCIPAL GOVT. P.G COLLEGE FOR  
WOMEN GANDHI NAGAR JAMMU**

**ACTION TAKEN**

A meeting of IQAC was held in the chamber of Principal Dr. Sangita Nagari on 12<sup>th</sup> October 2021 to review the decisions taken in the earlier meeting. Coordinator IQAC informed the committee that Online uploading of AQARs has been started in the EDUSAT Hub/ smart classroom of the college. As per the chief librarian the process of purchase of wheel chair and Braille books for differently abled students is in progress. About nine faculty members along with principal attended the meeting,

The meeting ended with a vote of thanks.

  
Coordinator IQAC

  
Principal

## Minutes of Meeting

A meeting of IQAC members was conducted on 18<sup>TH</sup> October, 2021 at 11 :30 a.m. in the chamber of worthy Principal Dr. Sangita Nagari.

### Agenda of Meeting

To Organize one day workshop on the topic "General Financial Rules" for non-teaching staff of the College on 21<sup>st</sup> October,2021

### Members Present

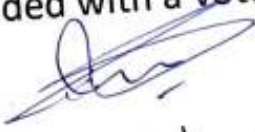

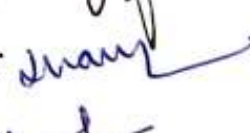


1. Dr. Suresh Bhat
2. Dr. Anuradha Gandotra
3. Prof. Rupinder Kour
4. Prof. Renu Anand
5. Prof. Mamta Kundal
6. Prof. Ambica Kumari

## Discussion

The following decisions were taken in the meeting.

1. It was decided that one day workshop would be organized for Non-Teaching staff of the College.
2. That a notification regarding the said programme shall be circulated among non-teaching staff.
3. It was also decided that all non-teaching staff (both temporary and permanent) will attend the programme.
4. It was decided that Sh. Lochan Dass, Retd. Director Accounts & Treasuries, JK Govt. Jammu may be approached to act as a Resource Person.
5. It was decided in the meeting that remuneration under rules will be given to the resource person for the workshop

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

1. Dr. Suresh Bhat 
2. Dr. Anuradha Gandhotra 
3. Prof. Rupinder Kour 
4. Prof. Renu Anand 
5. Prof. Mamta Kundal
6. Prof. Ambica Kumari 

  
Coordinator (IQAC)

  
Principal

### ACTION TAKEN

Meeting of IQAC members was held on 25<sup>th</sup> October, 2021 to review the decisions taken in the previous meeting held on 18<sup>th</sup> October, 2021. The IQAC organized one day Workshop on 21<sup>st</sup> October, 2021 for Non-teaching staff of the College. The non teaching staff gained basic knowledge regarding financial rules and learnt new skills required in their day to day work. They were very satisfied with the programme undertaken by the College. The report of the programme was submitted to IQAC.

The meeting concluded with a Vote of thanks.

  
Coordinator

IQAC

  
Principal