


**Shree Guru Gobind Singh Ji Government College Paonta Sahib**  
**Internal Quality Assurance Cell**

Date: 16<sup>th</sup> August 2021

**Action Taken Report of 13<sup>th</sup> IQAC Meeting conducted on 17/06/2021**

Agenda Item No.	Agenda Item	Resolution	Action Taken
1	Completion of pending work	It was suggested that all the pending work that could not be accomplished due to the COVID-19 pandemic may be completed on the priority basis after the systematic opening up of the institution.	The required repair and renovation of Principal's office has been partially completed. The college website has been partially updated. Further updation is under process.
2	Documentation of AQARs	In view of the imminent SSR report for the next cycle assessment by NAAC, it was suggested that for the last five years, year wise documentation be prepared strictly as per AQARs submitted for three years.	The AQAR for the year 2016-17 was pending and the IQAC is in the process of submitting the pending AQAR. For SSR submission, minimum four AQAR are required to be submitted.
3	Regarding Maintenance of facilities	Herbal and botanical garden, vermicomposting unit, sanitary napkin vending machine, and incinerator to be serviced and maintained.	The committees for the maintenance of herbal and botanical garden, vermicomposting unit, sanitary napkin vending machine and sanitary napkin incinerator have been reconstituted and the maintenance and improvement work is in progress.
4	Sessions with HR Persons	Seminars and sessions with Human Resource persons from industry to train employable graduates.	The seminar and interactive sessions with human resource persons from industry to train our students have been proposed to be conducted after admissions process is over. The process has been initiated with the setting up of committee on soft-skills and the revamped career guidance and placement cell. The committees have been directed to finalise their



  
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			plan of action for the academic year. The external members of IQAC have assured help from industries.
5	Academic Audit	Academic audit must be done.	The academic audit of the institution shall be conducted for the entire period to be covered under NAAC accreditation process i.e., from 2016-17 onwards. For academic audit it is proposed to involve external experts, especially experts who have been involved with the NAAC assessment and accreditation process. Academic audit is proposed to be conducted in the month of October 2021.
6	Mock Session for Accreditation	In view of the imminent SSR, it was suggested that Prof. Sunil Gupta, Former Vice Chancellor of HPU and presently Chairman of Higher Education Council of Himachal Pradesh be consulted for the conduct of mock session to identify the areas where we can improve our presentation.	The draft of the Self Study Report for the second cycle of NAAC accreditation shall be shared with Prof. Sunil Gupta, Former Vice Chancellor of HPU and presently Chairman of HP State Higher Education Council before final submission to NAAC and his comments and suggestions shall be incorporated in the SSR. The mock session under the guidance of Prof. Sunil Gupta, Former Vice Chancellor of HPU and presently Chairman of Higher Education Council of Himachal Pradesh is proposed to be conducted in February 2021.
7	The Mentor-Mentee System	The mentor-mentee system should be revamped and strengthened	The mentor-mentee system would be strengthened with the involvement of a professional counsellor so that the mentors may refer certain cases on need-basis for counselling to the psychologist. The counsellor shall be available in the college for atleast two days per month.
8	Campus Beautification	Regarding campus beautification, the following recommendations were made:	The action taken is given below point-wise:

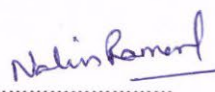



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Principal  
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8.1	College Gate	Installing a distinctive gate and signboard for the college	M/s Zeon Lifesciences Ltd. has agreed in principle for installing a distinctive gate for the college through their CSR initiatives.
8.2	Landscaping	Landscaping and garden upgradation in consultation with technical experts.	The college has requested the Associate Director, RHRTS Dhaulakuan to depute Dr. Priyanka Thakur, Principal Floriculturist to provide necessary guidance for landscaping with regard to plantation around playground boundary, and the botanical and herbal garden of our college vide letter No. EDN-SMR-GC Paonta Sahib/251 dated 20/07/2021.
8.3	WHITEWASHING	Whitewashing the college building in a lighter shade	The HPPWD Paonta Sahib has been requested to provide the estimates for whitewashing the college building vide letter No. EDN-SRM(GC-Paonta Sahib) G(1)-4/18-254 dated 20/07/2021.
8.4	LED	Continuing the replacement of ordinary bulbs and tube lights with LED devices.	The ordinary bulbs in the college premises have been replaced either with CFL or LED bulbs.
8.5	Solar lights	Installation of solar lights in the campus.	20 number of solar lights have been installed in the college campus through Himachal Pradesh Energy Development Agency (HIMURJA).
8.6	Transformer	Request for the installation of transformer for the college to be taken up with the Hon'ble MLA who is also the Minister for Power and Energy. After this, the process of installation of the solar lights rooftop electricity generator will be taken up afresh.	The issue shall be taken up with Sh. Sukh Ram Chaudhary, the Hon'ble Minister for MPP and Power Minister, Government of Himachal Pradesh during his proposed forthcoming visit to our college.

  
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 Dr. Nalin Ramaul  
 IQAC Coordinator  
 SGGSJ Government College Paonta Sahib

  
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 Dr. Veena Rathore  
 IQAC Chairperson cum Principal  
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