

1. Authoritative Text of 1st IQAC Meeting Dated 25/10/2016

A meeting of the Internal Quality Assurance Cell of Government College Paonta Sahib was held on dated 25/10/2016 at 11:00 am, under the chairmanship of Dr. Kiran Vir Singh in his office. The following members were present in the meeting:

1. Dr. Kiran Vir Singh, Chairperson cum Principal
2. Sh. Satish Kumar Goel
3. Sh. Rajender Mohan Ramoul
4. Sh. Shakun Mahindra
5. Sh. Vishnu Bhardwaj
6. Dr. Kuldeep Singh Sen
7. Smt. Ritu Pant
8. Sh. Nalin Ramaul
9. Dr. Jahid Ali Malik
10. Sh. Naresh Kumar Batra
11. Ms. Sonali

Since this was the first meeting of IQAC, since its constitution, at the outset the chairman IQAC Dr. Kiran Vir Singh briefed the members about IQAC and its objectives and functions etc. The chairman briefed about the composition of the IQAC and introduced the members. The composition of members as notified vide office order dated October 19, 2016, is as follows.

1. Chairman: Principal of the college - Dr. Kiran Vir Singh
2. Coordinator IQAC: Dr. Alka Chauhan
3. Industry Representative: Sh. Satish Kumar Goel, Chairman Chamber of Commerce & Industry
4. External Expert (Education and Civil Society): Sh. Rajender Mohan Ramoul
5. College PTA President: Sh. Shakun Mahindra
6. President GCP Alumni Association: Sh. Vishnu Bhardwaj
7. Teacher Member: Dr. Kuldeep Singh Sen
8. Teacher Member: Smt. Ritu Pant
9. Teacher Member: Sh. Nalin Kumar Ramoul
10. Teacher Member: Dr. Jahid Ali Malik




Dr. Veena Rathore
Principal
Shree Guru Gobind Singh Ji
Government College Paonta Sahib
Dist. Sirmaur (H.P.)-173025


11. Office Superintendent: Sh. Naresh Kumar Batra

12. President CSCA: Ms. Sonali, Student of B.Sc. 5th Semester

Thereafter, the members were invited to freely raise and discuss the various issue related to the college and make necessary recommendations. The members critically delved upon the agenda items and the following recommendations were made by the IQAC unanimously which were also approved by the Chairperson-cum-Principal of the college. The major recommendations are:


1. The college disaster management plan should be formulated. In this regard, it was observed that Dr. Jagdish Chand of Department of Geography is also an approved academic counsellor of IGNOU for PG. Diploma in Disaster Management (PGDDM) and keeping in view this expertise and qualification in the field he should be entrusted with the task of preparation of the college disaster management plan. Since the college examinations are going on, he will find sufficient time for the preparation of the plan, which should preferably be completed by the first week of December. Sh. Yashpal Singh Tomar and Shanta Negi shall be associated with Dr. Jagdish Chand for the completion of the task.
2. The RTI Act 2005 mandates making and annually updating proactive disclosures under section 4(1)(b)(i) of the Act under 17 prescribed manuals. As a Public Authority, the college has a designated Public Information Officer (PIO) and Assistant Public Information Officer (APIO) and accordingly these disclosures are mandatory. Therefore, it is requested that these disclosures should be made within a short period of time for inclusion in the SSR. The committee consisting of Sh. Nalin Ramoul, Sh. Naresh Batra and Sh. Sanjay Kumar may be constituted for the purpose.
3. Gender sensitization is a crucial issue in the present era of women empowerment. The women Grievances Redressal Cell should be requested to launch extensive gender sensitization campaign in the college in the month of December 2016 just at the beginning of the ensuing even semester. The target should be to reach each and every girl student, in manageable groups of 50-60 students each. The gender sensitization should also cover male students. A detailed comprehensive programme in this respect should be formulated by the women grievances Redressal Cell. The services of some local NGO's may also be solicited for the purpose. The suggestion/complaint box may be installed in the prominent place in the college campus by the women Grievances Redressal Cell.
4. The IQAC acknowledges and appreciates the fact that the college library reading room has recently been air-conditioned. IQAC further recommended that 'book-bank' facility for poor students should be established in the college library. Therefore, appropriate funds for the purpose need to be allocated. The principal committed that all the discipline related fines should be deposited separately in a dedicated bank account and the funds shall be used exclusively for "book bank facility". In addition, the funds available in the college, UGC funds account shall also be made available for purchase of books and subscription of journals in the college library.




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5. Provision of clean and safe drinking is a very necessary prerequisite in any educational institution, especially Higher Education Institutions. It is recommended that High quality and high-volume water filters be installed in the college for providing safe drinking water for students. The committee on drinking water and sanitation should be instructed to complete all the formalities and get it installed by the mid of November 2016. The PTA President Sh. Shakun Mahindra who is also an IQAC member, committed the required expenditure of up to ₹ 10,000/- out of PTA fund.
6. The table tennis coach Sh. Shukla has been providing his services to the school in Paonta Sahib. The District Sports Officer (DSO) at Nahan should be requested to formally depute Sh. Shukla to the college for providing his services throughout the year so that we may produce quality in sports and excel in table tennis. Sh. Shukla had earlier been deputed to this college several years back.
7. The District Sports Officer should be requested to provide coach for football, hockey, and cricket. Our students have consistently been representing HP University in the inter university tournament.
8. The reconstruction of the badminton court in the area between administrative block and the new academic block be taken up. In this regard, the building committee may be asked to do the needful.
9. Guest lecture should be arranged in the college. The funds in the UGC account may be utilized to arrange guest lecture in various fields and the concrete proposals in this regard should be invited by the IQAC from all the faculty members. To speed up the process of approval of guest lectures, the coordinator IQAC and the chairperson IQAC may grant necessary permission subject to post- facts approval by the IQAC. The guest lectures may be given TA/DA as well as boarding/lodging and other hospitality in addition to the honorarium as per norms.
10. The college IT Lab should be properly equipped with not only hardware but also software. Therefore, it is proposed that 5 new computer systems be purchased and equipped with all original software. Therefore, it is recommended that the coordinator of self- financing courses should initiate urgent steps in this direction so that by the first week of December 2016, the college IT Lab should come up as an ideal IT Lab in the state of Himachal Pradesh.
11. Since the college has only one smart classroom at present. Therefore, it is proposed that the smart interactive board (digital podium) already purchased by the community college and used in the CC Lab be installed in the hall of new administrative block as and when it is taken over by the college.
12. Since the college lacks modern teaching aids, it is requested that at least two more smart classrooms should be developed urgently. The coordinator of self- financing courses shall be entrusted with the task.
13. The college has already purchased CCTV cameras from funds of self- financing department, it is proposed that the committee be directed to initiate the process of




Dr. Veena Rathore
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installation of CCTV cameras. The committee already constituted for the purpose shall be responsible for completion of CCTV installation.

14. The IQAC members welcomed the state government's recent initiative to introduce B.Voc. courses in the colleges of Himachal Pradesh. However, it is regretted that our college has not been included in the list of colleges where B.Voc. has been started. In this regard, Sh. Satish Kumar Goel, President, H.P. Chamber of Commerce and industry and Sh. Rajender Mohan Ramoul emphasized that they would take up the matter with the concerned agencies and officials in the government and raise the issue at appropriate forums. The IQAC members stressed the skill based 2-years advanced course in Food Processing and Pharmaceuticals under community college scheme of UGC, which can easily be upgraded to B.Voc. degree course as the related lab infrastructure for these course has already been developed. Moreover, Paonta Sahib being an important industrial township in Himachal Pradesh, there is ample scope for starting vocational course in other trades also.

The IQAC Members unanimously agreed with the above recommendations and the Chairman-cum-Principal was requested to communicate these recommendations to the concerned committees and officials in the college for necessary implementation. The next meeting of IQAC tentatively scheduled for December 2016 shall follow up the action taken on these recommendations.

The meeting ended with vote of thanks to the chair.




Dr. Veena Rathore
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Government College Paonta Sahib
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Meeting No. - 1

Dated: 25-10-2016

A meeting of the Internal Quality Assurance cell of Government College Ponda Sahib was held on dated 25-10-2016 at 11:00 am, under the chairmanship of Dr. Kiranvir Singh in his office. The following members were present in the meeting:

1. Dr. Kiranvir Singh
2. Sh. Satish Kumar Goel
3. Sh. Rajender Mohan Ramaul
4. Sh. Shakti Mahindria
5. Sh. Vishnu Bhardwaj
6. Dr. Kuldeep Singh Sen
7. Ms. Ritu Pant
8. Sh. Nalin Ramaul
9. Dr. Tahid Ali Malik
10. Sh. Naresh Kumar Batra
11. Ms. Sonali Sonali

Since this was the first meeting of IQAC. Since its constitution, at the outset the Chairman IQAC Dr. Kiranvir Singh briefed the members about IQAC and its objectives & functions etc. The Chairman briefed about the composition of the IQAC and introduced the members. The composition of members as notified vide office order dated Oct 19, 2016 is as follows:

1. Chairman: Principal of the College - Dr. Kiranvir Singh
2. Coordinator IQAC: Dr. Alka Chawhan
3. Industry Representative: Sh. Satish Kumar Goel, Chairman Chamber of Commerce & Industry
4. External Expert (Education and Civil Society): Rajender Mohan Ramaul
5. College PTA President: Sh. Shakti Mahindra

6. President GCL Alumni Association : Sh. Vishnu Bhardwaj
7. Teacher Members : Dr. Kuldeep Singh Sen
8. Teacher Members : Ms. Ritu Pant
9. Teacher Members : Nalin Kumar Ramani
10. Teacher Members : Dr. Fahid Ali Malik
11. Office Superintendent : Sh. Naresh Batra
12. President CSCA : Ms. Sonali, student of B.Sc. 5th semester

Thereafter, the members were invited to freely raise or discuss the various issues related to the college and make necessary recommendations. The members critically delved upon the agenda items and the following recommendations were made by the IQAC unanimously which were also approved by the Chairperson cum principal of the college. The major recommendations are:

1. The College disaster management plan should be formulated. In this regard, it was observed that Dr. Jagdish Chand of Department of Geography is also an approved academic counselor of IGNOU for PG Diploma in Disaster Management [PGDDM] and keeping in view this expertise and qualification in the field he should be entrusted with the task of preparation of the college disaster management plan. Since the college exams are going on, he will find sufficient time for the preparation of the plan, which should preferably be completed by the first week of December. Sh. Yash Vanspal Singh Tomar and Shanta Negi shall be associated with Dr. Jagdish Chand for the completion of the task.

2. The RTI Act 2005 mandates making and annually updating proactive disclosures under section 4(1)(b)(i) of the Act under 17 prescribed manuals. As a public authority, the college has a designated P.I.O & AP.I.O and accordingly these disclosures are mandatory. Therefore, it is requested that these disclosures should be made within a short period of time for inclusion in the SR. The committee consisting of Nalin Kumar, Sh. Naresh Batra and Sh. Sanjay Kumar may be constituted for the purpose.
3. Gender sensitisation is a crucial issue in the present era of women empowerment. The Woman Grievances Redressal Cell should be requested to launch extensive gender sensitisation campaign in the college in the month of December 2016, just at the beginning of the ensuing even semester. The target should be to reach each and every girl student, in manageable groups of 50-60 students each. The gender sensitisation should also cover male students. A detailed comprehensive programme in this respect should be formulated by the Woman Grievances Redressal Cell. The services of some local NGOs may also be solicited for the purpose. The suggestion/complaint box may be installed in the prominent place in the college campus by the Woman Grievances Redressal Cell.
4. The IQAC acknowledges and appreciates the fact that the college library reading room has recently been air-conditioned. IQAC further recommended that 'book bank' facility for poor students should be established in the college library. Therefore appropriate funds for the purpose need to be allocated. The Principal committed that all the discipline-

related fines should be deposited separately in a dedicated bank account and the funds shall be used exclusively for "book bank facility." In addition, the funds available in the college UGC Funds account shall also be made available for purchase of books and subscription of journals in the college library.

5. Provision of clean and safe drinking was a very necessary prerequisite in any educational institution, especially Higher Education Institutions. It is recommended that high quality and high volume water filters be installed in the college for providing safe drinking water for students. The committee on drinking water & sanitation should be instructed to complete all the formalities and get it installed by the mid of November 2016. The PTA President Sh. Shoken Mahindra who is also an IQAC member committed the required expenditure of upto 10,000/- out of PTA fund.

6. The table tennis coach Sh. Shukla has been providing his services to the school in Paonta Sahib. The District Sports Officer at Nahan should be requested to formally depute Sh. Shukla to the college for providing his services through out the year so that we may produce quality in sports and excel in table tennis. Sh. Shukla had earlier been deputed to this college several years back.

7. The District Sports Officer should be requested to provide coach for football, hockey & cricket. Our students have consistently been representing H.P. University in Inter University tournaments.

8. The reconstruction of the badminton court in the area between administrative block & the new academic block be taken up. In this regard, the building committee may be asked to do the needful.
9. Guest Lectures should be arranged in the college. The funds in the UGC account may be utilised to arrange guest lectures in various fields & the concrete proposals in this regards should be invited by the IQAC from all the faculty members. To speed up the process of approval of guest lectures, the coordinator IQAC and the chairperson IQAC may grant necessary permission subject to post-facto approval by the IQAC. The guest lecturers may be given TA/DA as well as boarding/boarding and other hospitality in addition to the honorarium as per norms.
10. The College IT Lab should be properly equipped with not only hardware but also software. Therefore, it is proposed that 5 new computer systems be purchased and equipped with all original software. Therefore, it is recommended that the coordinator of self-financing courses should initiate urgent steps in this direction, so that by the first week of December 2016, the college IT Lab should come up as an ideal IT Lab in the state of Himachal Pradesh.
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12. Since the college lacks modern teaching aids, it is requested that at least two more smart classrooms should be developed urgently. The Coordinator of Self-Financing courses shall be entrusted with the task.

13. The college has already purchased CCTV cameras from funds of self-financing department, it is proposed that the committee be directed to initiate the process of installation of CCTV cameras. The committee already constituted for the purpose shall be responsible for completion of CCTV installation.

14. The IQAC Members welcomed the state government's recent initiative to introduce B.Voc. courses in the colleges of Himachal Pradesh. However, it is regretted that our college has not been included in the list of colleges where B.Voc. has been started. In this regard, Sh. Satish Kumar Goel, President, H.P. Chamber of Commerce and Industry and Sh. Rajendra Mohan Ramaul emphasized that they would take up the matter with the concerned agencies and officials in the government and raise the issue at appropriate forum. The IQAC Members stressed the skill based 2-year advanced courses in Food Processing and Pharmaceuticals under Community College Scheme of UGC, which can easily be upgraded to B.Voc degree courses as the redated lab infrastructure for these courses has already been developed. Moreover, Paonta Sahib being an important industrial township in Himachal Pradesh, there is ample scope for starting vocational courses in other trades also.

The IQAC Members unanimously agree with the above recommendations and the Chairman cum Principal was requested to communicate these recommendations to the concerned committees and officials in the college for necessary implementation. The next meeting of IQAC tentatively scheduled for December 2016 shall follow up the action taken on these recommendations.

The meeting ended with vote of thanks to the chair.