

MINUTES OF THE MEETING

A meeting of IQAC was convened on August 25, 2020 under the convenership of Principal Mrs. Krishna Sheoran. New member, Dr. Richa, Assistant Professor in Political Science was included in IQAC. The Principal appreciated the entire teaching staff about the completion of syllabi of all courses by the faculty during the lockdown period by switching over to online mode of teaching.

The IQAC members resolved that proper sanitization of the college premises should be done on daily basis to contain the spread of COVID pandemic.

The achievements of the college were discussed by the committee which are listed below:

1. Besides online teaching, the college organised a number of online extra-curricular activities at national, state, district and college level that have been listed on college website.
2. New domain of college website has been created as per directions of Higher education, Haryana which is www.gcgballabgarh.ac.in. The College has successfully uploaded the college related information on the new website.
3. The college prospectus has been successfully uploaded on admission portal.
4. Admission committees have been constituted for all the courses for undergraduate classes for the session 2020-21. The IQAC then chalked out the plan of action to be followed for the Smooth conduct of online admission process as per the guidelines/instructions issued by the Department of Higher Education, Haryana.

The meeting was attended by following IQAC members:

- I. Dr. Sapna Sachdeva Nair (Coordinator)
- II. Dr. Sapna Nagpal
- III. Mrs. Usha Dahiya
- IV. Mrs. Ramanpreet
- V. Dr. Richa

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A meeting of IQAC was convened on 28 November, 2020 under the convenership of Principal Mrs. Krishna Sheoran.

The minutes of the previous meeting held on 26th August 2020 were read out and confirmed.

The online admission process for the undergraduate courses for the academic session 2020-21 is still under process. The process is going on smoothly as per the SOPs issued by the Department of Higher Education, Haryana during the pandemic and the last date of UG admission has been extended till 31st December, 2020

Mentor-mentee groups have been formed for the new session and it was decided that the mentors would be meeting their respective mentee group once a week.

It was decided to prepare lesson plans, online and offline time tables and display of room wise offline time table.

To make preparations for upcoming inspection of college for 3rd year affiliation by MD. University, Rohtak.

To organize events/ activities to celebrate important days like HIV/AIDS awareness, Earth day, etc. and also organize workshops for the overall personality development of students and also conduct various extension lectures to create awareness among students on issues health , hygiene and nutrition, legal rights, etc.

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- III. Mrs. Usha Dahiya
- IV. Mrs. Ramanpreet
- V. Dr. Richa
- VI. External expert- Mrs. Sonal Gupta (retd. Principal)
- VII. Ms. Nisha (Clerk)