



Govt. College for Women

Cluster University Srinagar
Moulana Azad Road, Srinagar - 190001 J&K
(NAAC Re-Accredited Grade 'A')

Website: www.gcwmaroad.org

E-mail: gcwmaroad@yahoo.in

Tel: 0194-2479432

Fax: 0194-2478259

Dated: _____

NO:WC: _____

Minutes of IQAC – Review Meet I 26-7-2017

1st IQAC Review Meet was held in the Conference Hall of the college after welcome address was given by Principal, Professor Shaheen Altaf and Member Secretary Professor Yasmeen farooq. The members who attended the meet were:

01. Madam Principal (Chairperson)
02. Prof. (Dr.) Parveen Pandit (Management expert).
03. Prof. Tanveer Ara (Management expert).
04. Prof. Mehnaz Sheikh (Coordinator).
05. Prof. Yasmeen farooq (Member secretary)
06. Prof. Huda Gilzai.
07. Prof. Sadaf.
08. Prof. Rifat.
09. Prof. Nahida Tun-Nisa.
10. Prof. Hina.
11. Prof. Mubashir.
12. Mr. Farhan Kitab (Community Representative).
13. Mr. Mujeeb Matta (Community Representative).

The suggestions offered by the management experts and community representatives were:

- ✓ The teaching learning process has to be improved.
- ✓ ICT should be used in classroom teaching.



Govt. College for Women

Cluster University Srinagar
Moulana Azad Road, Srinagar - 190001 J&K
(NAAC Re-Accredited Grade 'A')

Website: www.gcwmaroad.org

E-mail: gcwmaroad@yahoo.in

Tel :0194.2479432

Fax:0194.2478259

Dated: _____

NO:WC: _____

- ✓ Guest faculty should be invited in case of paucity of permanent faculty.
- ✓ Research work should be shared within departments. Faculty should be abreast of research conducted within the country and abroad.
- ✓ Quality parameters for teaching learning should be set.
- ✓ Seminars, workshops and conferences should be a regular feature of the academic plan.
- ✓ IQAC should conduct training programs for students/community so that revenue is generated in college.
- ✓ Library should be open for more hours so that students are benefitted.
- ✓ Syncing the prevailing situation the teaching learning process is essential.
- ✓ Financial support should be provided for needy students.
- ✓ Recommendations of the previous peer team should be implemented.
- ✓ More job oriented add on courses at UG/PG level should be introduced.
- ✓ As NAAC assessment is done on the basis of online submission of the SSR. It should be prepared meticulously keeping in mind the various criteria and their weightage.
- ✓ Emphasis should be laid on value education and gender sensitizing.
- ✓ Certificate courses of shorter duration (value editions) should be introduced.



Govt. College for Women

Cluster University Srinagar

Moulana Azad Road, Srinagar - 190001 J&K
(NAAC Re-Accredited Grade 'A')

Website: www.gcwmroad.org

E-mail: gcwmroad@yahoo.in

Tel: 0194-2479432

Fax: 0194-2478259

Dated: _____

NO/WC: _____

- ✓ MOUS should be signed so that students have an interface with industry.
- ✓ Progression of the students should be tracked.
- ✓ MIS to be strengthened.
- ✓ The vision statement which envisaged the college as a Deemed University needs to be changed as the college has become constituent college of the Cluster University of Srinagar.
- ✓ Develop both teaching and transactional plans.
- ✓ A fund for financial assistance for students should be initiated by the faculty members.
- ✓ Feedback mechanism and implementation should be done.
- ✓ Layout plan of the college should be fixed at an appropriate place.
- ✓ Mentoring of students should be initiated.
- ✓ Placement cells should be made proactive.
- ✓ Alumni activities to be strengthened.
- ✓ Digital transactions within the campus to be operational.

➤ Vote of thanks was proposed by the IQAC coordinator professor **Mehnaz Sheikh**.

Minutes of the meeting

VENUE: Principals Chamber

TIME: 12.00

DATE: 27-07-18

A meeting of IQAC was held in the office of the Principal regarding the NAAC related preparations. The meeting was attended by all the members of the IQAC along with the convener and Co-Convener. All the staff secretaries also attended the meeting. The meeting was chaired by the Madam Principal. Following matters were discussed.

1. The timing of NAAC team visit to college and according to which IQAR and SSR could be sent to NAAC.
2. The Lacunas were discussed threadbarely and the concerned people were directed to fill them at an earliest.
3. The college development committee was directed to look into the areas which need renovation.
4. HODS were directed to send their requisitions for Upgradation of their Departments.

Members present

Principal madam

Dr. Nousar Bhatt

Dr. Huda Gilani

Dr. Syed Ateez

Dr. Mehwaz Sheikh

Dr. Yasmeen Paroo

Prof. Sadaf

Dr. Nighat Noorani

Prof. Sheeba Durrani

Dr. Riffat Fatima

Dr. Shaista Qadir

Dr. Nairida Iqbal Nisa

Prof. Hina Qadir

Dr. Bilal Ahmad Beigh

Minutes of the meeting

VENUE: C

Conference hall

TIME 2.00 p.m

DATE 28-06-18

A meeting of IQAC was held in the **Conference Hall of the college** regarding **NAAC related preparations**. The meeting was attended by all the members of the IQAC and the local fund employees of the college. The meeting was chaired by the Principal Madam.

Agenda of the meeting

- To direct the local fund employees to be punctual and regular in their duties.
- To inform them to attend computers training programmes as and when conducted in the college.
- To upgrade their qualification.
- To update all the logbooks pertaining to them
- To make all the entries in time.
- To prepare a list of consumable and non-consumable items in their Departments.

Members present

Principal Madam

Dr. Mehmaz Sheikh

Dr. Yasmeen Farooq

Prof. Sadaf

Dr. Nighat Nasreen

Prof. Sheeba Drabu

Dr. Riffat Fatima

Dr. Shaista Qadir

Dr. Nahida -tun Nisa

Prof. Hina Qadri

Dr. Bilal Ahmad Beigh

Minutes of the meeting

VENUE conference hall

TIME 2.00 p.m

DATE 20-06-18

A meeting of IQAC was held in the Conference Hall of the college regarding NAAC related preparations. The meeting was attended by all the members of the IQAC and the non teaching staff (Laboratory staff). The meeting was chaired by the Principal Madam. The lab staff was directed :

1. to be punctual and regular in their duties.
2. to maintain cleanliness in the labs.
3. to use impress money and send the bills in time
4. to maintain all the records
5. to verify the stock like stationery (Markers, dusters, paper etc)

Members present

Principal Madam

Dr. Mehnaz Sheikh
Dr. Yasmeen Farooq
Prof. Sadat
Dr. Nighat Nabeen
Prof. Sheeba Drahul
Dr. Riffat Fatima
Dr. Shaista Qadir
Dr. Nahida -un Nisa
Prof. Hina Qadri
Dr. Bilal Ahmad Beigh



Minutes of the meeting

VENUE IQAC chamber

TIME 2.00 p.m

DATE 30-01-18

A meeting of IQAC was held in the IQAC Chamber. The meeting was attended by all the members of the IQAC. The meeting was chaired by the convener IQAC.

Agenda of the meeting

1. to sign MOU WITH CENTRAL University, Kashmir university and school of Engineering
2. to disburse and distribute Employee welfare fund
3. to conduct morning assembly
4. to conduct capacity building programmes for faculty members
5. to conduct alumini meeting
6. to conduct training programmes for non teaching members

Members present

Dr. Mehnaz Sheikh 
Dr. Yasmeen Farooq 
Prof. Sadaf 
Dr. Nighat Nasreen 
Prof. Sheebu Drabu 
Dr. Riffat Fatima 
Dr. Shaista Qadir 
Dr. Nahida -un Nisa 
Prof. Hina Qadri 
Dr. Bilal Ahmad Beigh 

Action Taken Report

1. Quality parameters for teaching /learning set.
2. Seminars / Workshops conducted regularly.
3. IQAC Conducted training programs for students community.
4. Gender sanitization programmes conducted.
5. Two MOU's signed with industrial organizations.
6. IQAC community fund raised by faculty members to facilitate students financial needs.
7. Mentoring of students initiated.
8. Alumni activities accelerated.