

Date Dec. 2019 (2019)

Agenda => 1 Steps to be taken to remove difficulties of the students who showed poor performance in internal assessment.

Agenda => 2. Steps to enable maximum students to use library.

Proceedings of The meeting: => A meeting of IQAC members of College was organised in the Conference Hall under the guidance of Ms. Rajni Koul Co-ordinator IQAC. It was discussed that students who showed poor performance in the Internal Assessment tests ~~will~~ will be divided into small groups of 15 to 20 students and the teachers will take their classes in groups where all their doubts will be cleared and teachers ~~will~~ will try to remove their difficulties on individual basis.

More over it was decided that students will be asked to use more and more library - Consult the books of various authors and go through all the relevant books pertaining to their papers which will help the students to gain more and knowledge.

Note of thanks = At the end of the meeting note of thanks was presented by Ms. Rajinder Kaur who thanked the Co-ordinator in particular and ~~the~~ members in general for convening this meeting.

Sign.
 Ms. Rajni Koul
 Co-ordinator IQAC

Ranj
 1. Rajinder Kaur
 2. H.K. Kishor
 3. Ms. Pooja Malhotra
 4. Ms. Kamal Sabherwal
 5. Sapna Devi

March 2020

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Date:

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Date \Rightarrow

March 2020

Agenda \Rightarrow 1 To start On-line classes because of covid

2 \Rightarrow Use of Technology in teaching learning process during Covid.

Proceedings of the Meeting \Rightarrow A meeting of IQAC members of College was convened in the College staff room under the guidance of Ms. Rajni koul co-ordinator IQAC. She directed all the members of IQAC that in order to enhance the quality of students because of Covid On line classes may be started. A time-table may be framed and the same should be conveyed to teachers as well as students. On line classes (on daily basis) should be started and downloaded to the students. The teachers will start teaching learning process on usual on line mode. Google meet link will be prepared and teachers as well as students will be asked to remain in touch with their mobiles, laptops (if available) so that regular on line classes will be started on daily basis keeping the Covid situation in view. It was agreed and all the staff members as per their time table ~~started~~ will start teaching learning process on on line mode.

In the end of the meeting vote of Thanks was presented by Ms. Kunal Sanyal who thanked the Co-ordinator as well as the members present and hoped that On-line classes will be a successful programme.

Sign. Ms. Rajni koul
Co-ordinator
IQAC

1. Rajni Koul
2. Kunal Sanyal
3. H. K. ...
4. ...
5. Sapna Devi
Sapna

May 2020

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Date = 7

May 2020

1. Agenda => Conduct of Internal Assessment Tests through on-line mode.

2. Agenda => Conduct of Teaching Practice Programme through on line mode.

Proceedings of the Meeting => A meeting of IQAC members of the college was organised in the Conference Hall under the coordination of Ms. Rajiv kum Co-ordinator IQAC.

Co-ordinator stressed that Internal assessment tests T₁ and T₂ may be also conducted through on line mode because of Covid situation. He advised that all the subject teachers will prepare question papers as per the instructions given by syllabus and the students will be informed about the date sheet and timing so that the whole process may be scheduled properly through on line mode.

Moreover, teachers were asked to prepare model lessons in their teaching subjects and the said lessons will be discussed with the students through on line mode and the students will be asked to prepare the lesson and deliver those lessons through on line mode. This whole teaching practice programme will be delivered on line mode.

Note of thank => He thanked Lect. presented the note of thank and thanked the Co-ordinator as well as members present in the meeting.

Ms. Rajiv kum
Co-ordinator
IQAC

Rajinder Kumar
Head teacher

Ronal kumar

Soni H. S. Soni

Safna Devi Safna