

## 4.2. IQAC:

- i. No. of meetings per Year
- ii. No. of programmes organized (Trainings, workshops, IPR, etc.)

# **IQAC:Meetings**

The Internal Quality Assurance Cell (IQAC) helps improve and maintain the quality of academic and administrative work in an institution. Regular meetings are important to track progress, review current activities, and plan future improvements. These meetings allow for discussion of feedback from students, teachers, and staff to ensure ongoing improvements. The results of these meetings guide the institution's policies and efforts toward achieving high standards of quality.

## 4.2(i) IQAC Meetings.

Minutes of The IQAC held on 21 August 2024.

A meeting of IQAC along with staff was held on 21<sup>st</sup> August 2024 at 2.40 PM in the conference hall under the chairmanship of Principal Dr. Dharam Pal Singh. Chairman-cum-Principal IQAC/NAAC, GC, Jukhala. The following members & staff were remained present

1. Prof. Rajesh Kumar
2. Dr. J. S. Saini
3. Dr. Hashmat Judd
4. Prof. Vinod Kumar
5. Dr. Ranjesh Kumar
6. Dr. Suresh Singh
7. Rajender Singh
8. Amit Kapil
9. Dimpal Chauhan
10. Seema Devi
11. Deepali
12. Anam Sharma
13. Prem P. English
14. Dr. Vinod Kumar
15. Raj Kumar
16. Pawan Kumar

### Agenda of Meeting A. Ranking of Govt. Colleges

Step 1. As per the director letter no- EDN-H(R)A(1) Misc. Ranking of colleges, dated: 20 August-2024, Govt. college Jukhala falls under tier-2 as per the conditions laid out.

### B. Formulation of committee

Step 2. The committee for preparation of self assessment report has been formulated to complete the SAR as per given time line vide above letter no & letter no circulated no- EDN-H(R)A(1) Misc. Ranking of colleges dated 08 May 2024 from the o/o Director, DHE Shimla. (HP).



Sr. No.	Criteria	Maximum Score	Convener/Members	AP/Lib <sup>Asst</sup>
1.	Teaching Learning	140	1. Dr. Kashmira Singh, AP 2. Ms. Deepali, AP	
2.	Student Support, Services & Progression	260	1. Dr. Rappurakshi, AP 2. Mr. Aman Sharma, AP	
3.	Infrastructure & Resources	160	1. Mr. Virinder Kumar, AP 2. Dr. Vinod Kumar, AP	
4.	Institution Management	220	1. Mr. Rajinder Singh, AP 2. Mr. Anil Kapi, AP	
5.	Best Practices, Innovation & Institutional Distinctiveness	80	1. Dr. Rajkumar, AP 2. Dr. Rajesh Thakur, AP	
6.	Faculty Profile & Research Activities	100	1. Dr. Navender Singh, AP 2. Mr. Prem Chand, AP	
7.	Miscellaneous	120	1. Mrs. Dimpal Chauhan, AP 2. Mrs. Seema Devi, Asst Lib.	
Total Score		1100		

### C. Understanding the Ranking Criteria

Step 3: Thoroughly reviewed the ranking criteria provided by DHE.

Step 4: Distribution of the criteria among relevant <sup>sub-</sup>committees/departments and ensured everyone understand their specific role in fulfilling these criteria.

### D. Data Collection

Step 5: Initiated the process of collecting & compiling data required for ranking, such as student performance, faculty involvement in teaching-learning activities, and infrastructure details.

Step 6: Collection of student feedback and analyze their satisfaction level.

### E. Documentation

Step 7: Documentation of all academic, co-curricular, & extra-curricular activities, along with the achievement in a systematic manner.

Step 8: maintenance records of Infrastructure, Resources, Student programs, and institutional development activities.



## F. Implementation of Improvement Measures

Step 9: To identify the areas needs improvement as per criteria.

Step 10: Further implementing necessary improvements/ suggestion received from stake holders - alumni, & faculty.

## G. Internal Review & Monitoring System

Step 11: To conduct internal review at regular intervals to monitor progress.

Step 12: Organizing periodic meetings of the college ranking committee to assess the implementation & strategies.

## H. Submission of Data

Step 13: To prepare the final report compiling all data, documentation, and improvements made.

Step 14: To submit the report to the DHE as per the specified timeline.

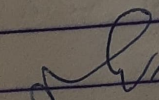
## I. Continuous Improvement

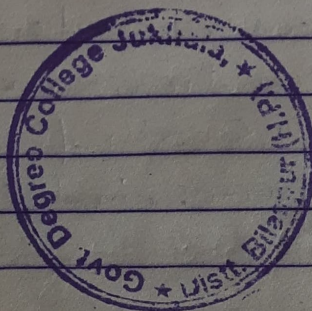
Step 15: Based on feedback from the Directorate or self-assessment, continuous working on areas of improvement will be taken in future.

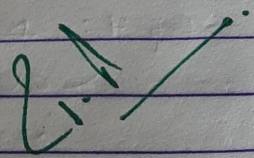
Step 16: Promoting best practices and innovations for sustained growth & better ranking in the future.

The minutes of the previous meeting held on 06<sup>th</sup> June 2024 were placed on the house and unanimous approval was accorded by the members.

The meeting was ended with the vote of thanks to the chair.

  
IQAC Coordinator



  
Principal  
G. C. Jukhah  
Bilaspur (C.I. P.J.)



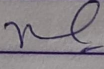
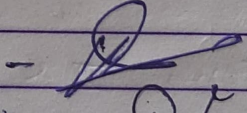
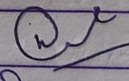
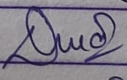
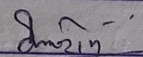
## IQAC Meeting

18/09/2024

Review Meeting regarding preparation of SAR

In compliance to The Director Higher Education, DHEP Shimla-1 vide o/o no. EDN-H(8)ACI Misc- Ranking of colleges dated 08<sup>th</sup> May 2024 & 20 August 2024, the committee for the preparation of SAR (Self assessment report) regarding Internal Ranking of colleges has already done on 21<sup>st</sup> Aug. 2024.

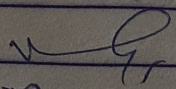
Today on 18/09/2024 the review meeting of committee of SAR Criteria I & II was held at 2:40 PM in the Principal's office under the chairmanship of Sh. Sharv Pal Singh, Principal G.C. Jukhala. The following members were present;

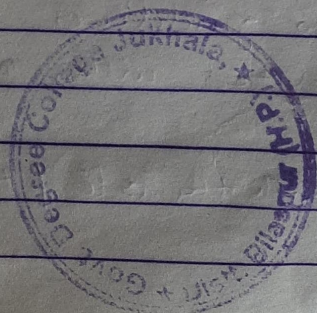
1. Dr. Jaswant Singh - 
2. Dr. Kashmir Singh - 
3. Dr. Renu Prakash Chaurhan - 
4. Prof. Deepali - 
5. Prof. Aman Sharma - 

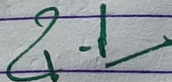
At the outset Principal welcome the members in the review meeting.

The detail presentations were given by the convenor & members of Criteria I and II. The comments and suggestions were given by the coordinator & chairperson to incorporate all the relevant points in preparing self assessment report.

The meeting ended with the vote of thanks to the chair.

  
IQAC coordinator





Principal  
G. C. Jukhala  
Bilaspur (H.P.)



## Review Meeting Regarding Preparation of SAR

A meeting of IQAC was held on 19.09.2024 at 2.40 PM in the Principal's Office. The meeting was chaired by Dr. Dhanu Pal Singh, Principal - cum - chairman IQAC. The following members were present in the meeting -

1. Dr. J. C. Saini, IQAC Coordinator
2. Prof. Vinod Kumar, AP Commerce
3. Prof. Rajinder Singh, AP Commerce
4. Dr. Vinod Kumar, AP
5. Prof. Anur Kapil, AP

The following agendas were discussed.

1. Review of criteria III & IV regarding preparation of self assessment report.

### Criteria III

Prof. Vinod & Dr. Vinod explained the points to be claimed as per the available infrastructure & resources at Govt. College Jukhala. Chairman suggested few points to be incorporated.

### Criteria IV

Prof. Rajinder & Prof. Anur Kapil represented their plan and explained the distribution of scores in each sub-points regarding Criteria IV i.e. Institutional management. Regarding the registration of OSA, Secretary Prof. Vinod told that the process of registration of OSA as per new guidelines is under process and it will be completed within next 20 days.

The meeting ended with the vote of thanks to the chair.

19/09/24  
IQAC Coordinator

Principal  
G. C. Jukhala  
Dhanu Pal



# Review Meeting Regarding Preparation of SAR

A meeting of IQAC of the college was held on 20<sup>th</sup> Sep. 2024 at 2:40 PM in the Principal's office under the chairmanship of Dr. Sharav Lal Singh, chairman-cum-Principal, Bant College Jukhala. The following faculty members were present in the meeting.

1. Dr. Jaswant Singh Saini, AP ✓
2. Dr. Raj Kumar, AP ✓
3. Dr. Rajesh Thakur, AP ✓
4. Mr. Prem Chand, AP ✓
5. Mrs. Dimple Chauhan, AP ✓
6. Mrs. Seema Devi ✓
7. — — — — —
8. Dr. Rajesh Thakur ✓
9. Dr. Raj Kumar ✓

The following agendas were discussed:-

1. Dr. Raj Kumar and Dr. Rajesh Thakur explained the criteria no. 5 i.e. Best Practices, Innovation and Institutional distinctiveness and the points to be claimed under sub-theme. The chairman suggested to incorporate and update the data on portal as well.
2. Prof. Prem represented the criteria VI i.e. Faculty profile & Research Activities and justify the points claimed in each sub-criteria.
3. Prof. Dimple Chauhan & Smt. Seema Devi, Assistant Lib. successfully justify the points claimed under criteria 7.

The principal satisfied with the progress regarding preparation of self assessment report and told to complete it well in time. The meeting ended with the vote of thanks to the chair.

20/09/2024  
IQAC co-ordinator


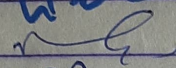
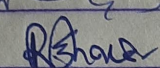
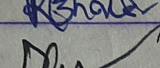
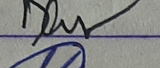

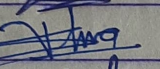
Principal  
G. C. Jadhav  
Principal (H. P.)

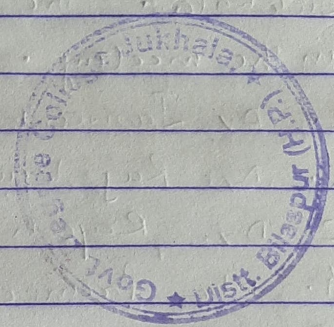


## IQAC Meeting

22/10/2024

A meeting of IQAC along with staff was held on 22/10/2024 at 3:20 PM. The meeting was chaired by Dr. Dharm Pal Singh, Principal, G.C. Tinkhala. The following members were present in the meeting.

1.  (Prof. Rajesh Kumar)
2.  A. J. S. Saini
3.  Dr. Raj Kumar
4.  Dr. Dender Singh
5.  Dr. Hasham Singh
6.  Virender Kumar
7.  Rajender Singh



### Agenda-I - Review of Self Assessment Report (SAR)

The committee formulated on 21-08-2024 prepared the SAR-2023-24 as per timeline of Internal ranking of colleges. The following criteria were discussed.

1. Teaching learning
2. Student support & progression
3. Infrastructure & Resources
4. Institutional Management
5. Best Practices, Innovation & Institutional distinctiveness
6. Faculty profile & Research activities
7. Miscellaneous.

The statutory committee found that a few points more data & proof are required for validation of claimed made. So the instructions were given to the concerned to include the proof for data validation.

### Agenda II - Uploading of SAR-2023-24 on college website

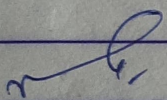
The IQAC coordinator ensure that SAR prepared by criteria-wise committee will be uploaded on college website just after submission of soft copy by the concerned criteria-wise committees (criteria 1 to 7).

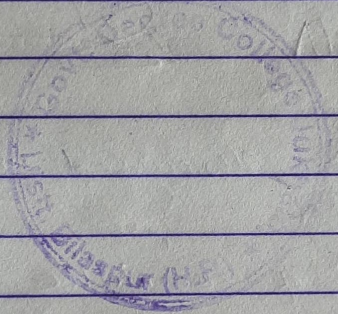


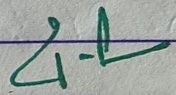
### Agenda - III Inter college table tennis championships

The Inter-college table tennis championships scheduled earlier for 12<sup>th</sup> to 14<sup>th</sup> Nov, now rescheduled for 19<sup>th</sup> & 20<sup>th</sup> Nov at G.C. Tuhala as told by the principal. He further informed that the concerned officials are directed to prepare the various committees for the event.

The meeting ended with the vote of thanks to the chair.

  
IQAC  
coordinator



  
Principal  
G.C. Tuhala  
Bilaspur (C.B.)



## IQAC Meeting

28/10/2024

A meeting of Internal Quality Assurance cell (IQAC) was held on 28/10/2024 at 3.20 PM under the Chairmanship of Dr. Sharav Pal Singh, Principal Gort College Sukhala.

The following members were present in the meeting

1. Dr. Jaswant Singh Sami n E.
2. Dr. Rajkumar R. Singh
3. Rajender Singh R. Singh
4. Dheerendra Singh R. Singh
5. Dr. Harshvardh Singh R. Singh

The following agendas were discussed in the meeting-

Agenda I Reformation of committee for Evaluation of Self Assessment Reports (SAR) of various colleges of district Una and Appointment of Members.

The chairperson informed the house that in light of the forthcoming superannuation of the Senior-most Principal from the District Bilaspur on 31<sup>st</sup> October 2024, the committee for Evaluation of Self-Assessment Reports (SAR) has been restructured in compliance to letter no- EDN-H(8)A(1) Misc. Ranking of colleges dated 28-08-2024 from the office of Director, Directorate of Higher Education Shimla, Himachal Pradesh.

As per the new directives, the Principal with the next highest seniority, <sup>he himself (i.e.</sup> Dr. Sharav Pal Singh, Principal of G.C. Sukhala), will assume the role of chairperson of the committee. He has been appointed as the Vice-Chairperson and will now take over the responsibilities of the chairperson.

In accordance with the powers vested in the chairperson, the committee has been constituted



to evaluate the SAR of the various Government colleges in the Una district.

As part of the committee, the following members from Govt. College Jukhala have been nominated:

1. Dr. Harwant Singh Saini, IQAC and NAAC co-ordinator.
2. Dr. Devender Singh, Member of the College IQAC committee.

These members will now contribute their expertise to the evaluation process of self-assessment report (SAR).

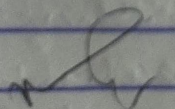
#### Agenda-II Conduct of House Examination & Athletic Meet

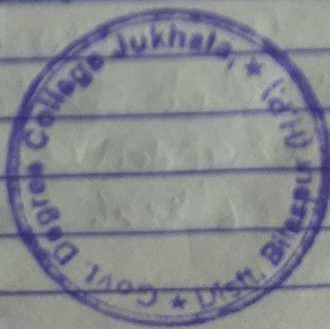
The chairperson informed the house that house examination & athletic meet will be held in the month of Feb. 2025.

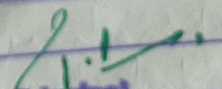
#### Agenda-III Best Outgoing Student Award - 2025

The chairperson coined the idea that college should have Best Outgoing Student Award - 2024-25 to facilitate, promote and motivate outstanding students from the outgoing/passing out batch. He discussed with the members to formulate the criteria for selection/examination for the said award. Prof. Rajesh Kumar, Associate Prof. Eco. and two other senior most members will be the chairperson of this committee and select the student and it has also been decided by the members that Rs one thousand (Rs 1000/-) as cash award/prize will be given during the Annual Prize distribution function.

The meeting ended with the vote of thanks to the chair.

  
IQAC Coordinator



  
Principal  
G.D. Jukhala  
Bilaspur (Ch. P.)



## IQAC Meeting

05<sup>th</sup> Feb. 2025

A meeting of Internal Quality Assurance cell (IQAC) was held on 05/02/2025 in the staff room with the staff members under the working chairmanship of Dr. Shamu Pal Singh (Principal G.C. Subhaha). The following members of IQAC and staff (teaching) were present during the meeting:

1. Rajesh Kumar Assistant Prof.
2. Dr. P. S. Sami
3. Vinender Kumar
4. Dr. R. P. Chauhan
5. Dr. Simpal Chauhan
6. Rajender Singh
7. Dr. Vinender Singh
8. Dr. Shamu Pal Singh
9. A. Nigil. Asst Prof.
10. Dr. Vinod Kumar Asst. Physical Edu.
11. Dr. Raj Kumar Asst. Physics

The following agendas/items were discussed and decided during the meeting:

Agenda #1. Commencement of House Examination and preparation thereof.

Chairperson informed the house that date sheet of the house examination for session 2024-25 has been already displayed on college notice board and widely circulated via college website and students WhatsApp app. He asked Prof. Vinender Sharma (convenor) about the preparation and duty roster for the said examination. Prof. Vinender Sharma apprised the house regarding the preparation etc. He also informed that all the co-sal formalities were done and examination will start from 6<sup>th</sup> Feb. 2025 onwards.



05<sup>th</sup> Feb. 2025

Agenda #2 Staff were asked about the progress via 'Academic Star Group'. Members informed that their about the event is delivered through various WhatsApp apps during the winter vacation.

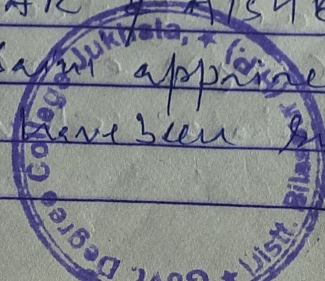
Agenda #3 Annual Athletic meet 2024-25  
It was decided unanimously that annual athletic meet for the academic session 2024-25 will be held after completion of home examination. A tentative schedule for it will be in first week of March. Dr. Vinod Kumar A.P. Physical Education will be the coordinator for the event and prepare required committees for smooth affairs of the event.

Agenda #4 NSS seven days special camp.  
Prof Aman Sharma (In-charge officer NSS) proposed that the NSS seven days special camp will be held in the last week of Feb. 2025. Chairperson gave his consent for this. Further he directed to take extension activities during the camp as compulsory measures.

Agenda #5 About Annual Prize Distribution function  
Chairperson proposed that Annual Prize Distribution function for academic session 2024-25 will be held in second week of March 2025 after completion of annual practical examination. He further directed to prepare the committees for the said event under the coordination of Prof. Rajesh Kumar (Associate Prof. Eco.).

Agenda #6 AQAR & AISHE submission  
Dr. Sarwant S. Sarwat apprised the house that AQAR & AISHE 2024-25 have been successfully submitted.

Dr. Sarwant S. Sarwat  
05/02/2025  
Coordinator  
IQAR



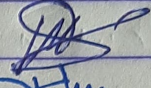

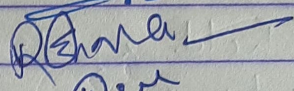
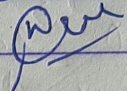

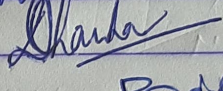
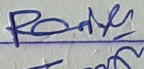
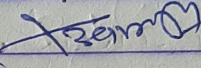
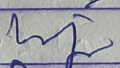
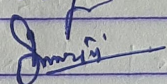
Dr. Sarwant S. Sarwat  
Bilaspur (Ch. P.)



## IOAC Meeting 1st March 2025

A meeting of IOAC of the college was held on 1st March, 2025 at 3:55 pm in the staff room under the chairmanship of Dr. Dharuv Paul Singh, Principal G.C. Sukhala.

The following members of staff and IOAC were present in the meeting.

1. Dr. Kashmir Singh Thakur 
2. Prof. Virender Kumar 
3. Dr. Raj Kumar 
4. Dr. Ram Prakash 
5. Dr. Derender Singh 
6. Dr. Dimpal Chaurhan 
7. Dr. Rajendra Singh 
8. Dr. Vinod Kumar 
9. Dr. Prem Chand 
10. Dr. Anam 

Following Agenda were discussed in the meeting

**Agenda 1: — Annual Practical Examination, 2025.**

The annual practical examination to be completed in the month of March, 2025 itself for which the directions were given to the concerned committees/ departments that all practical examination should be completed before practical examination.

**Agenda 2: — Publication of e-Magazine "Markandey Dhara"**

It was unanimously decided by the house that instead of traditional print magazine (hard copy), e-magazine (soft copy) ~~ed. c.~~ 'Markandey Dhara' should be prepared which will not only cut the cost but also prove



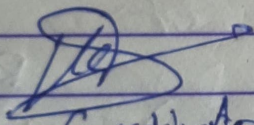
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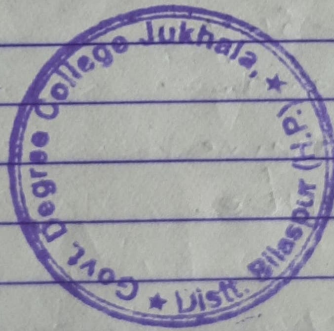
Agenda - 03 :- It was also decided that The Annual Prize Distribution function for the session-2024-25 will be organised on 15<sup>th</sup> March, 2025.

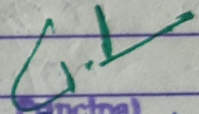
Agenda: 04 Preparation of the College Prospectus for the session 2025-26

It was also decided the Prospectus for the session 2025-26 will be prepared well in time of which The College Prospectus Committee will take up all necessary formalities.

The meeting ended with the vote of thanks to the worthy Chair.

  
IQAC Coordinator



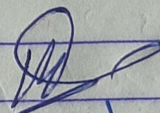

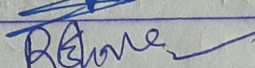
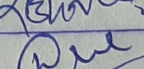
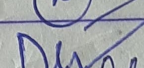
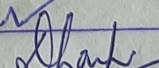
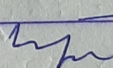
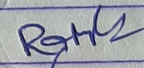
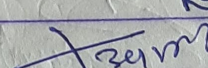
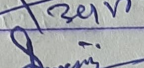
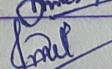
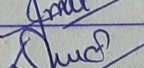
  
Principal  
G. B. Jukhala  
Bilaspur (H. P.)



## IQAC Meeting

A meeting of IQAC of the College was held on 10th April 2025 at 3:00 pm in the Staff room under the Chairmanship of Dr. Dharu Pal Singh, Principal Govt. College Jubbah.

The following members of IQAC and staff were present in the meeting

- |                             |   |
|-----------------------------|---|
| 1. Dr. Kashmir Singh Thakur |    |
| 2. Prof. Virender Kumar     |    |
| 3. Dr. Raj Kumar            |    |
| 4. Dr. Ram Prakash          |    |
| 5. Dr. Devender Singh       |    |
| 6. Dr. Bimpal Chauhan       |    |
| 7. Mr. Raj Chaud            |     |
| 8. Mr. Rajinder Singh       |    |
| 9. Dr. Vinod Kumar          |    |
| 10. Mr. Anam Sharma         |  |
| 11. Mr. Amit Kapur          |  |
| 12. Mrs. Deepali            |  |

Following Agenda items were discussed in the meeting.

- ① Online Admission Process for the upcoming Session- 2025-26.

The process of admission for session 2025-26 was discussed in detailed manner and it was finalised that the admissions will be done purely through online mode, in which the facility of e-payments will be available for students.

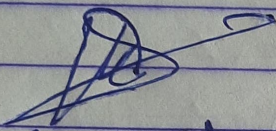
- ② Preparation of Academic Calendar for the session- 2025-26

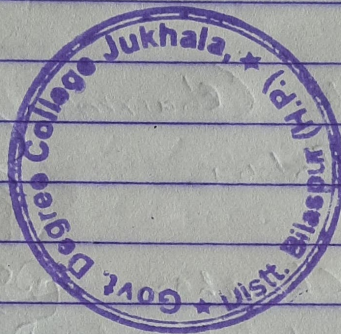
The Chairman directed the concerned members to prepare the academic / activities calendar for the session 2025-26 and upload it on the college website.

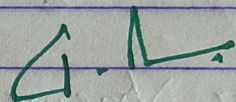


- ③ Formation of Academic Committees for the Session 2025-26  
 It was also decided that the College Academic Committees for the next session will be formed to ensure the smooth functioning of different activities throughout the session.

The meeting remained successful and closed with the vote of thanks to the Chairperson.

  
 IQAC Coordinator.



  
 Principal  
 Bilaspur (H. P.)



## IQAC meeting with College Staff, Regarding Reframing of IQAC

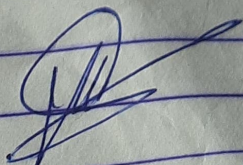
A staff meeting of Govt. College Jukhala was held on 5th June 2025 at 3:00 pm in the College Staff room in order to reframe the College Internal Quality Assurance Cell (IQAC) on account of the transfer of its Coordinator - Dr. Jaswant Singh Saini who got transferred from this college to Govt. College Paonta Sahib, Sirmour H.P. in the month of May 2025.

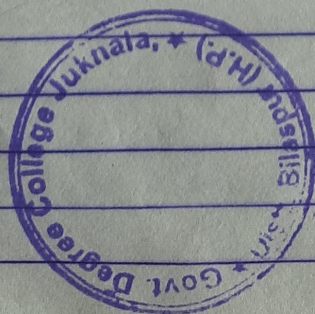
The updated Committee is as under with the following new members.

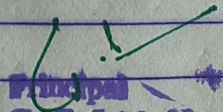
1. Dr. Dharius Pal Singh (Chairman)
2. Dr. Kashmir Singh Thakur
3. Dr. Raj Kumar
4. Dr. Ram Prakash Chauhan
5. Dr. Devender Singh
6. Mr. Rajender Singh
7. Mr. Nand Lal (S.A.)
8. PTA President / Secretary
9. OSA President / Secretary
10. CSCA President / Secretary

In the meeting, it was also decided that the College Academic Committees for the session 2025-26 will be reframed due to superannations and transfers of staff members. Dr. Kashmir Singh Thakur will act as Coordinator as well as Dean of studies in the formation of these committees.

The meeting ended with vote of thanks to the chairperson.

  
IQAC Coordinator



  
Principal  
G. C. Jukhala



## IQAC Meeting

A meeting of Internal Quality Assurance cell (IQAC) was held on 18th June 2025 at 2:30 pm in the college staff room under the Chairmanship of worthy Principal Dr. Sharav Pal Singh, Principal Govt. College Jutahale. Following IQAC members were present in the meeting.

- |                                    |             |
|------------------------------------|-------------|
| 1. Dr. Sharav Pal Singh (Chairman) | [Signature] |
| 2. Dr. Kashmira Singh Thakur       | [Signature] |
| 3. Dr. Raj Kumar                   | [Signature] |
| 4. Dr. Ram Prakash Chandra         | [Signature] |
| 5. Dr. Devender Singh              | [Signature] |
| 6. Mr. Rajender Singh              | [Signature] |
| 7. Mr. Nand Lal (SA.)              | [Signature] |

Following points were discussed in this meeting.

### (1) Review of the activities of previous session - 2024-25.

The meeting reviewed the activities conducted in the previous session-2024-25. They include the activities of various departments, clubs and societies organised within and outside the college. The house examination performance evaluation which was done in the end of February and beginning of March 2025 and suggestions imparted to the students were another key initiative taken to improve students' performance in the final examination. The successful completion of the H.P.U Table Tennis Championship (Men) in the month of Nov. 2024 remained another milestone of this session.

### (2) Planning for the upcoming Academic Session

- (a) Each department agreed to conduct one/two activities which can enhance the scholastic outlook of the department. It was further decided that active participation from the students will



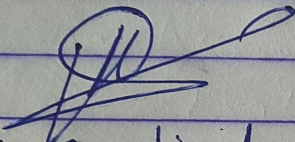
be ensured.

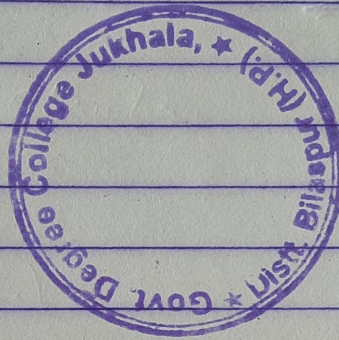
- (b) After House Examination of the academic session 2025-26, feedback will be taken from students and a review workshop for the evaluation of their performance will be conducted faculty wise.
- (c) It was decided in the meeting that a passout student performa will be designed and the signature of the concerned subject (major) teacher made mandatory on that so that the information of passout students be maintained at two levels office as well as department.
- (d) It was also decided that robust feedback mechanism will be developed to take feedback from alumni, students, parents and teachers.
- (e) It was also finalised that in case of prize winners, where the prize amount is too low and some outstanding/remaining amount lies unspent from the major prize amount, it will be adjusted to give file covers, pens, pencils, copies and other stationery items.
- (f) It was emphasised and decided to do all the necessary formalities regarding PISHE Report so that it could be submitted well in time.
- (g) Efforts will be made to enhance the library resource for the upcoming session- 2025-26 so that students can be benefited with the upgraded facilities.
- (h) Decision was made to conduct public outreach activities to raise awareness among the general mass about many sensitive issues like drug abuse.

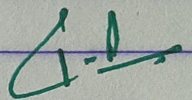


- (i) It was also decided to prepare Institutional Development Plan and submit the same well in time to the authority.

The meeting ended with the vote of thanks to the chairperson.

  
IOAG Coordinator,



  
Principal  
Govt Degree College Jukhala  
Bilaspur (C.G.)