

# Sakshi Malik Govt. College for Girls, Mokhra (Rohtak)

## Minutes of Internal Quality Assurance Cell (IQAC)

Thursday, 07.07.2022


### Members Present:


1. Dr. Seema Jain (Principal)	Chairperson, IQAC
2. Dr. Vinod Kumar (Assistant Professor)	Coordinator, IQAC
3. Dr. Mahak (Assistant Professor)	Faculty Member
4. Ms. Kavita Anand (Assistant Professor)	Faculty Member
5. Sh. Sandeep Kumar (Assistant Professor)	Faculty Member
6. Sh. Krishan Yadav	Faculty Member
7. Sh. Ravinder	Member Administration

### Agenda:

College IQAC meeting was organised on 07.07.2022 to discuss different matters related to regular updating of college website, upgrading IT Infrastructure, creation of college logo & flag and permanent affiliation of college.

1. Agenda 1: Updating of College web-site
  - 1.1 In the meeting it was discussed that college website is a very important source of sharing information with parents, students and different stockholder, therefore, IQAC advised the concerned officials to take necessary action in this regard. And it was also advised to concern conveners to share information of all the events organised by their committees on the college website.
  - 1.2 At the same time necessity of Geo-tagged photos for NAAC was discussed and it was decided that now onwards all the photos of different programs and events should be geo-tagged format for uploading on website.
2. Agenda 2: upgrading IT Infrastructure
  - 2.1 In the meeting it was decided to upgrade IT infrastructure of the college. it was specifically decided that non-functional printers should be replaced and IQAC suggested that annual quotations for refilling of printers instead going for refilling of single cartridge.
3. Agenda 3: creation of college logo & flag
  - 3.1 In the meeting issue regarding creation of college logo and college ceremonial flag was discussed and it was decided to call for suggestion from all the staff members & put received suggestion in the next meeting of IQAC.
4. Agenda 4: permanent affiliation of college
  - 4.1 Issue of permanent affiliation was discussed and Dr. Seema Jain (Principapl) suggested for expedite this matter. IQAC suggest having communication with Directorate in this regard.
5. Meeting ended with the vote of thanks by Dr. Seema Jain (Principal)

  
Dr. Vinod Kumar  
(Coordinator, IQAC)

  
Dr. Seema Jain  
(Chairpeson, IQAC)