

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

### **Minutes of Internal Quality Assurance Cell (IQAC) Wednesday, 10.08.2022**

#### **Members Present:**

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

#### **Agenda:**

IQAC meeting on 10.08.2022 was called to discuss diverse issues related to college development and academics. These include discussion to organize facilitation program in the Honor of Sakshi Malik, Gold Medalist in Commonwealth Games, 2022; Making Library Software functional; establishment of Seminar Rooms, Initiate the process for seeking permission from higher authorities for organizing 2/3 days workshop; registration of college under 2F and 12B.

#### **Agenda 1: (organize facilitation program honoring Sakshi Malik)**

- 1.1 IQAC of the college unanimously decided to organize facilitation program in the college to honor Sakshi Malik. Dr. Seema Jain (Principal) of the college suggested that this type of program will motivate girl students to achieve higher goals in the life.
- 1.2 In this regard, Ms. Kavita Anand (Assistant Professor, Commerce) and Sh. Paramjeet Malik (Clerk) was assigned to contact Sakshi Malik and seek appropriate time for the said program.

#### **Agenda 2: (Making Library Software Functional)**

- 2.1 IQAC has decided to upgrade the functioning of the college library to facilitate students and smooth issue-return of books. It was decided that Library SOL software be mandatory use for issue and return of book.
- 2.2 In this regard Dr. Mahak (Assistant Professor, Economics) Library in-charge was asked for necessary preparation and issue instruction to in-charge for issue and return.

#### **Agenda 3: (Establishment of Seminar Hall)**

- 3.1 In this meeting establishment of fully functional seminar hall was discussed and IQAC suggested Ms. Kavita Anand (Assistant Professor, Commerce) to identify room for the same.

#### **Agenda 4: (Initiate the process for seeking permission from higher authorities for organizing 2/3 days workshop)**

IQAC suggested for seeking permission from Higher Authorities for organising 2/3 Days workshop on any relevant and current topic.

#### **Agenda 5: (registration of college under 2F and 12B)**

In this meeting Status of college under 2F and 12B was discussed and it was decided that registration of college under 2F and 12B is very essential for NAAC accreditation. College

registrar Sh. Sandeep Kumar (Assistant Professor, Hindi) was assigned the task to coordinate with Maharishi Dayanand University, Rohtak and identify the process and modalities for the same.

Meeting ended with the vote of thanks by Dr. Seema Jain (Principal)

*Vinod*  
10.08.22  
**Dr. Vinod Kumar**  
(Coordinator, IQAC)

*Seema*  
12/8/2022  
**Dr. Seema Jain**  
(Chairperson, IQAC)