



S.V. GOVT. COLLEGE GHUMARWIN

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IQAC Meetings Minutes and Action Taken Reports

The Internal Quality Assurance Cell of Swami Vivekanand Government College was established on 16th September 2013. The IQAC consists of senior faculty members, non-teaching members of the college and other members like PTA executives and technical experts. The major objectives of this cell are:

- i. To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- ii. To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Since the establishment of IQAC, it tried to fulfill different objectives for the all-round development of the institution by implementing the decisions taken during the regular meetings of the cell. The year-wise consolidated Action Taken Report is given as below:

1. Action Taken Report for the session 2014-15

Minutes of the Meeting (recommendations of NAAC Peer Team & Meeting of IQAC held on 22.11.2014)	Action Taken Report (as per the IQAC meeting held on 24.06.2015)
I. To finalize the academic calendar for the session 2014-15	I. On the recommendations of the IQAC the college finalized the academic calendar for the session 2015-16.
II. The provision of a security guard will be made in the Girls' Hostel	II. On the recommendations of NAAC Peer Team and IQAC the college made the provision of a security guard in the Girls' Hostel for the security of hostlers.
III. After the discussion with BMO, the college will arrange a doctor for the college students	III. On the recommendations of NAAC Peer Team and IQAC the services of a qualified doctors were made available once in a week for the college students.
IV. The college will establish the smart classrooms in the college	IV. On the recommendations of NAAC Peer Team and IQAC three smart classrooms were established in the college for making teaching –learning process more effective.

2. Action Taken Report for the session 2015-16

Minutes of the Meeting (as per the IQAC meeting held on 24.06.2015)	Action Taken Report (as per the IQAC meeting held on 10.03.2016)
I. The lecture platforms (cemented) will be constructed in the classrooms	I. On the recommendations/decisions of the IQAC thirty lecture platforms were constructed in all the classrooms of the college.
II. The IQAC decided to provide computers for all the departments & computer labs	II. On the recommendations/decisions of the IQAC twenty two computers of worth Rs. 1032080/- were purchased for different departments and college labs.
III. Keeping in view the requirement of the students and different departments new books for college library will be procured	III. On the recommendations/decisions of the IQAC a good number of new text books, reference books and competitive books were purchased for the centralized library of the college.
IV. To start the green energy initiatives the college will go for solar street lights/solar power plant in near future	IV. On the recommendations/decisions of the IQAC an off-grid Solar power Plant of capacity 15 kwp of worth Rs. 292500/ (under 90:10 scheme) was installed in the college, further six solar street lights were also installed in the girls' Hostel and college campus for the initiation of use of green energy.
V. For increasing the availability of clean drinking water to the students the college will procure the water coolers.	V. On the recommendations/decisions of the IQAC two water coolers with purifiers were installed in the college for providing clean water to the college students.
VI. For the internet accessibility the college campus will be made Wi-Fi enabled	VI. On the recommendations/decisions of the IQAC the entire college was made Wi-Fi enabled.
VII. For the water conservation the college will go for the process for the construction of rainwater harvesting system	VII. On the recommendations/decisions of the IQAC an estimate/DPR for Rainwater Harvesting System was procured from the department of Irrigation and Public Health of HP.
VIII. The IQAC decided to make a badminton court in Girls' hostel	VIII. On the recommendations/decisions of the IQAC the badminton court was constructed in the Girls' Hostel of the College.
IX. The IQAC decided to enhance the sports facilities by purchasing the sports items in near future	IX. On the recommendations/decisions of the IQAC, for enhancing the sports facilities basketball dunking rings, weight lifting set and motorized treadmill were purchased and installed.

X. The maintenance of different labs will be undertaken as soon as possible	X. On the recommendations/decisions of the IQAC maintenance of Physics, Botany, Chemistry, Zoology and Geography labs was executed.
XI. The departments were asked to organize at least one national seminar in the college	XI. On the recommendations/decisions of the IQAC a two Day National seminar on 'Consumer Protection and Consumer welfare in India' was organized by the Department of Public Administration.

3. Action Taken Report for the session 2016-17

Minutes of the Meeting (as per the IQAC meeting held on 22.06.2016 & 09.11.2016)	Action Taken Report (as per the IQAC meeting held on (22.04.2017))
I. To organize the National seminar in the college	I. On the recommendations/decisions of the IQAC two National Seminars (one each by department of public Administration and department of Sociology).
II. For keeping the record of MTT scripts some almirah will be purchased	II. On the recommendations/decisions of the IQAC seven almirahs were purchased for the college strong room for storing MTT answer sheets.
III. The college will make efforts to start the PG Courses in the subjects of Science, Arts & Commerce	III. On the recommendations/decisions of the IQAC and college proposal the HP government gave its approval to start PG classes in the subjects of Physics and Mathematics.
IV. The college will organize a workshop regarding use of ICT for teaching staff of the college	IV. On the recommendations/decisions of the IQAC a one-day training programme on usage of Smart board and effective use of ICT in teaching and learning was organized for the college faculty members on 10 th March 2016.
V. The college will organize a workshop regarding use of computers for non-teaching staff of the college	V. On the recommendations/decisions of the IQAC a one-day training programme on 'Introduction to MS office and hands on training on MS word' was organized by the IT & BCA department on 10 th March 2016.
VI. The college will procure new books for the college library	VI. On the recommendations/decisions of the IQAC and demand of different departments new books for the centralized library were purchased.
VII. The acquired building will be renovated	VII. On the recommendations/decisions of the IQAC the acquired building was repaired.
VIII. The college will procure the equipments	VIII. On the recommendations/decisions of the

for the college library	IQAC new equipments for the labs were purchased.
IX. On the recommendation of NAAC Peer Team the college will establish a Language Lab	IX. On the recommendations of NAAC Peer Team & decisions of the IQAC a Language lab in the department of English was established.
X. The IQAC decided to construct a ramp for physically challenged persons in the college	X. On the recommendations/decisions of the IQAC a ramp for person with disability was constructed in the entrance of main building of the college.

4. Action Taken Report for the session 2017-18

Minutes of the Meeting (held on 23.06.2017)	Action Taken Report (as per the meeting of 14.03.2018)
I. To start PG Courses from the 2017-18	I. MSc (Physics) & MSC (Maths) started
II. To start UG Course (Journalism & Mass communication) from the 2017-18	II. Journalism & Mass Communication course started
III. To start the construction work of auditorium	III. The foundation stone was laid in August 2017
IV. Renovation of chemistry lab & chemistry store	IV. Yet to execute
V. Staff quarters will be allotted	V. Staff quarters allotted
VI. One day workshops for teaching and non-teaching members will be conducted	VI. Workshops conducted on 15.02.2018 & 22.04.2017 by IT & BCA departments
VII. Lab equipments for Physics lab will be purchased	VII. Lab equipments of Rs. 15 lakh were purchased for the Physics lab
VIII. New books for the college library will be purchased	VIII. New books purchased

5. Action Taken Report for the session 2018-19

Minutes of the Meeting (held on 14.06.2018)	Action Taken Report (as per the meeting of 07.09.2019)
I. To start more PG Courses in Science, social Science and Commerce stream	I. The institution started MA (Political science) & M.Com. from the session 2019-20. The college also sought permission to start PG in Chemistry, Botany & Zoology from the academic session 2020-21.
II. Different faculties were asked to organize class seminars, quizzes etc.	II. Most of the department organized these activities.
III. The Career counseling cell of the	III. The cell needed to be strengthened

	college should be strengthened		
IV.	Remedial classes specially for weaker students should be managed	IV.	The time table committee gave a space to tutorial classes
V.	The construction of new block will be accelerated	V.	Correspondence was made by the office to the HPPWD.
VI.	Boxing ring will be shifted to college playground	VI.	The same shifted to college ground in the boxing shed.
VII.	The college library will be shifted to the newly constructed library	VII.	It was shifted to the new building
VIII.	Two smart classrooms will be constructed	VIII.	The equipments for the smart classrooms were procured.
IX.	Different clubs/societies were asked to carry out the activities at regular intervals	IX.	The NSS, NCC, cultural committee, rovers & Rangers, Eco Club, red ribbon Club etc carried out a good range of activities in the session



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