



स्वामी विवेकानंद राजकीय महाविद्यालय, घुमारवीं

SWAMI VIVEKANAND GOVT. COLLEGE GHUMARWIN

(AFFILIATED TO HIMACHAL PRADESH UNIVERSITY, SHIMLA)

Phone No. 01978-255551

email: gcghumarwin-hp@nic.in

Minutes of the Meetings

I. Minutes of the Meeting Held on 28-07-2021

A meeting of IQAC of Government College Ghumarwin was held on 28 July 2021 under the chairmanship of Shri Ramkrishan, Principal of the college. The agenda of the meeting was Action Taken Report (ATR) and AQAR.

In the first part of the meeting, the principal of the college took the follow-up from the conveners of the seven criteria of AQAR and asked the committees to complete the respective criteria before 2nd August 2021 so that the AQAR of the third cycle can be uploaded on the portal of NAAC as soon as possible. The existing committees constituted for 7 criteria will be continued for the upcoming AQARs in the near future also. These committees should continue the process of data collection so that in the future the AQARs could be prepared and uploaded well in time.

In the second part of the meeting, there was a discussion about various issues related to the college all-round development. Professor Vinod Sharma coordinator of IQAC read out the minutes of the previous meeting and these minutes were approved by the house unanimously. After that the coordinator presented the action taken report before the house. The action taken report of the previous session is as follows:

- 1) **Regarding the Infrastructure:** More PG programs for the benefit of the students like M.Sc. in botany chemistry and zoology have been started from the academic session 2020-21.
- 2) **Regarding Research Facilities and Seeking Funds:** The Principal of the college encouraged the staff members to apply for research grants for major and minor research projects from various agencies and ensured that the college administration will fully cooperate with these staff members.
- 3) **Introduction of Short-Term Programmes:** With the efforts of the college administration and assistance of the higher authorities, the B. Voc. Courses in **Retail Management** and **Hospitality & Tourism** have been started with the facility of multiple entry and exit in the college from the academic session 2021-22.
- 4) **Regarding Long-Term Faculty Development Programmes:** The Principal of the college asked different departments to organise such programs in the near future.

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5) **Regarding Research Papers in Seminars:** The house motivated the faculty members for more participation and the presentations of research papers at National and International level seminars, conferences, symposia, etc.

6) **Regarding the Address by Eminent Resource Persons:** The institutional Innovation Cell (IIC) and Higher Education Institutional Society (HEIS) of the college will organise such events as and when possible. The principal asked NCC and NSS wings of the college to organise such events by inviting eminent social workers, resource persons etc, especially from the nearby localities.

7) **Regarding Industrial Visits of the Students:** The self-financing courses like BBA and BCA and B. Voc. will focus on organising industrial visits.

8) **Regarding the Post of Professor:** The college will take up a correspondence with higher authorities in this regard so that the matter could be taken up by the concerned quarters.

9) **Regarding Provision of Additional Infrastructure:** The construction work of the commerce block is in the final stage. The institution converted five existing rooms into classrooms which were earlier being used for some other purposes. 300 new desks and 10 lecture stands and glass boards have been purchased. The pending process of construction of a new science block has been started. The institution has sent a request to HP PWD for the construction of a temporary shed structure.

10) **Regarding Playground Facilities:** The institution has received a fund of rupees 65 lakhs approximately for the development of a playground near the commerce block and the process for awarding tender was in the final stage.

11) **Regarding College Website Up-gradation and Online Admission:** The institution has updated the college website and the online admission process has been adopted.

12) **Regarding Enhancing the Digital Facilities in the College:** The college has purchased the computers for the Geography lab, Commerce lab, college office, and also for the Chemistry departments out of RUSA 2.0 fund. The Principal of the college has constituted a committee to enhance internet speed and the process of fibre cable installation has been started.

13) **Regarding Additional Girls Hostel:** A proposal has been prepared and sent to UGC for the necessary approval and fund provisions.

II-Minutes of the Meeting Held on 07-08-2021

A meeting of IQAC and conveners of the different committees was held on August 7 2021 under the chairmanship of Professor Ramkrishan, Principal, Government College Ghumarwin.

In the meeting, it was decided unanimously to prepare and submit the AQAR of 2020-21 before 31st December 2021. All the concerned committees were asked to compile the data and complete the process well in time, so that the timely uploading of the AQAR can be done. The house chalked out the following one-year plan for the academic session 2021- 22 for all-round development of the institution which is as follows:



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A) Regarding Effective Teaching-Learning Process:

- i) It was decided to establish computer lab for commerce and to enhance the computer facilities in the geography lab.
- ii) The efforts will be made to provide more e-resources to the stakeholders of the institution.
- iii) The institution will make the necessary correspondence with the concerned authority for the provision of teaching and non-teaching staff in the college.
- iv) Students-centric teaching methods will be encouraged and students from different departments will be encouraged to actively participate in such activities.
- v) Efforts will be made to purchase the required books for the library.
- vi) The institution will make arrangements for extra and remedial classes for the weak students.

B.Enhancement of Infrastructure in the Institution:

- i) To improve the computer-student ratio efforts will be made to purchase more computers for the students in the IT lab and for the e-library.
- ii) Efforts will be made to shift the commerce department to the new Commerce Block from the academic session 2021-22.

C. Plan Regarding Sports Facilities:

- i) Existing basketball ground will be renovated and effort will be made to make one another basketball court in the college.
- ii) The institution will organise intra-college sports events in the institution.

D) Regarding the Promotion of Co-curricular and Extra-curricular Activities:

- i) The NCC, NSS, Rovers and Rangers units of the institution will organise a series of activities in the college.
- ii) A calendar of such activities will be prepared and all the clubs, societies, units etc will be asked to organise at least two extra-curricular activities in the academic session.
- iii) A blood donation camp will be organised in the college.
- iv) The students will be encouraged to participate in co-curricular and extracurricular activities.

E.Miscellaneous:

- i) The institution will make efforts to improve the NAAC grade in the next re-accreditation cycle.
- ii) The institute will make up make efforts to strengthen the career counselling and placement cell and at least one campus placement **Rojgar-Mela** will be organised in the institution during the academic session 2021-22.



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- iii) Theefforts will be made to provide high-speed internet facilities on campus. The use of renewable energy sources in the campus will be promoted.
- iv) Efforts will be made for the cleanliness and beautification of the campus.
- v) As and when the Covid-19 situation permits the institution will make the effort organise annual price distribution functions of the previous years in the college.

III-Minutes of the Meeting Held on 08-03-2022

A meeting of the IQAC and conveners and members of different committees was held under the chairmanship of Professor Ramkrishan, Principal, Government College Ghumarwin on 08-03-2022. The agenda of the meeting was Action Taken Report (ATR), preparations for AQAR of academic session 2021-22, and also to discuss the future plans for the institution. The following points were discussed in the meeting:

- 1) All the members present in the meeting were informed about the submission of previous years AQARs of the academic session 2018-19, 2019-20 and 2020-21. Principal of the college asked all the conveners of the different criteria of AQAR preparation for the session 2021-22 to keep themselves ready for data and information collection for the current academic session the submission, date for which is awaited from NAAC.
- 2) Principal encouraged all faculty members to plan and organise work shops, seminars, and conferences in their concerned subjects or multi-disciplinary fields.
- 3) Necessary correspondence with higher authorities will be made to create new posts of teaching and nonteaching staff as per the requirements of current student strength and new courses.
- 4) The construction work of the E-library block will be expedited so that facility of E-library is made accessible to the students as soon as possible.
- 5) The students and staff will be provided the access to INFLIBNET facilities as soon as possible.
- 6) New playground of the college is under construction and efforts will be made to get it completed as soon as possible.
- 7) The computers purchased for the commerce lab will be installed as soon as possible.
- 8) The GIS laboratory of the Geography Department will be upgraded with 14 computers.
- 9) Construction work of the science block will be started.
- 10) Efforts will be made to fast-track the construction of the commerce block which is in progress at present.
- 11) A Botanical garden will be established on the college campus. An additional water cooler will be installed on the campus for cool and clean water for the students.
- 12) Renovation work of the toilets outside the main building will be undertaken.




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13) Department of physics has planned a workshop on "Nano Material Modeling Using Quantum Espresso" which will be conducted in months of April or May.

As per the meeting held on 7th August 2021, following targets have been achieved:

- i) As per the demand and requirements from different departments new books have been purchased in the library.
- ii) An activity calendar was prepared in the month of August 2021 and more than 70 different activities have been organised by NSS, NCC, Rovers and Rangers, and all clubs and societies of the college.
- iii) Intra-college sports competitions were held in the college campus in the month of October 2021.
- iv) A Blood Donation Camp was held on 27th October 2021 in which 28 units of blood were donated by volunteers.
- v) A joint annual prize distribution function was held on 24th November 2021 for the sessions 2019-20 and 2020-21 which could not be held earlier due to covid-19 pandemic-related restrictions.


Principal
S. V. Govt. Degree College
Swami Vivekanand Govt. College
Ghumarwin, Distt. Bilaspur HP- 174021
Bilaspur (H.P.)