

3rd IQAC (Internal Quality Assurance Cell) Meeting – 2016-17

Minutes of the Meeting

The 3rd IQAC meeting (2016-17) was held on 08.02.2017 at 2:00 PM at the Principal's Office of Shia PG College. The following members attended the meeting:

1. Dr. M. S. Naqvi	Principal/Chairman
2. Dr. Sarwat Taqi	Coordinator
3. Dr. T. S. Naqvi	Member
4. Dr. S.M.H. Zaidi	Member
5. Dr. Ishrat Husain (Law)	Member
6. Dr. Badshah Husain Khan	Member
7. Dr. Samina Shafiq	Member
8. Dr. Mohd. Miyan	Member
9. Dr. Qasim Abbas	Member
10. Mr. S. S. H. Taqvi	Management
11. Mr. Ali Murtaza Husain	Management
12. Justice Nazim Husain Zaidi	Alumni
13. Prof. Balraj Chauhan	Alumni
14. Mr. S. Sultan Zaheer	Administrative Staff
15. Mr. Ram Krishan	Administrative Staff

At the outset, Coordinator IQAC, welcomed Hon'ble Principal and all the members of IQAC present in the meeting. The agenda points were initiated with the permission of the chair and presented by Dr Sarwat Taqi. Agenda wise minutes of the meeting are given below.

Item 01. Discussion on the minutes of last meeting

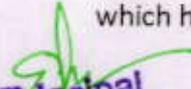
The minutes of the previous meeting were read out by the coordinator and were confirmed.

Item 02. Approval of the Action Taken Report on the Minutes of the IQAC Meeting held on 08/12/2016, was approved as circulated and presented.

Item 03. Progress Review and Proposed Activities under Criterion 1

Activities undertaken in Criterion 1 were presented along with the planned upcoming activities. The proposal was approved by the chair with following recommendations.

- The faculties of all the departments were asked to increase their participation in various bodies of the affiliating universities in processes like Curriculum development and the assessment works.
- Received recommendations from the AAC minutes of meeting, to sign MOUs which helps the institution in connecting with the local community.


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- To promote experiential learning through project and field works, it was directed to all the departments to encourage students for summer internships and training programs.
- Feedback committee conveyed its analysis, following which it was directed to all departments that faculties should teach bilingually as some students come from rural background.

Item 04. Progress Review and Proposed Activities under Criterion 2

Activities undertaken in Criterion 2 were presented along with the planned upcoming activities. The proposal was approved by the chair with the following recommendations.

- To strengthen the examination cell working where students bring their examination related queries and grievances.
- All the departments were instructed to apply more student centric methods. The students should be taken to industrial visits for practical learning.

Item 05. Progress Review and Proposed Activities under Criterion 3

Activities undertaken in Criterion 3 were presented along with the planned upcoming activities. The proposal was approved by the chair with the following recommendations.

- For promotion of the research activities, it was directed to improve the research infrastructure in the college. All the departments were directed to prepare plans for fetching grants for research projects from government, non-government agencies.
- It was proposed to engage the NCC platoons and NSS unit of the college in extension and outreach programs.
- To sign industry-oriented MOUs to benefit the students in future.

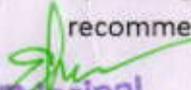
Item 05. Progress Review and Proposed Activities under Criterion 4

Activities undertaken in Criterion 4 were presented along with the planned upcoming activities. The proposal was approved by the chair with the following recommendations.

- The infrastructure development committee was asked to assess and make arrangement for more clean drinking water facilities for the students in the campus.
- to upgrade the seating space in the library for the students. Feedback committee reported about the problem after analysis.

Item 06. Progress Review and Proposed Activities under Criterion 5

Activities undertaken in Criterion 5 were presented along with the planned upcoming activities. The proposal was approved by the chair with the following recommendations.


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- Career Counselling and Placement Cell asked to engage with Alumni so that they can help in placement assistance of the students.
- To improve its services, Grievance Redressal Committee was directed to hold a review meeting and chalk out plans to enhance its working.

Item 07. Progress Review and Proposed Activities under Criterion 6

Activities undertaken in Criterion 6 were presented along with the planned upcoming activities. The proposal was approved by the chair with the following recommendations.

- IQAC proposed to organize more Conferences, Seminars and Workshops in the coming session for the students and teachers.
- AAC conveyed to IQAC that teachers should follow the timetable strictly and if syllabus is lagging it should be completed before examinations.

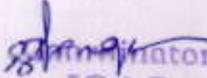
Item 08. Progress Review and Proposed Activities under Criterion 7

Activities undertaken in Criterion 7 were presented along with the planned upcoming activities. The proposal was approved by the chair with the following recommendations.

- Apart from departments and students, the NCC platoons and NSS Units to be engaged in green initiative.
- For the safety and security of the students and teachers especially females should be taken care of.

The meeting concluded on the note that the above-mentioned points would be taken up with the concerned for follow up action and improvement. The meeting ended up with a vote of thanks by the Director IQAC to the chair and all other members present.


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Lucknow


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