

# 1<sup>st</sup> IQAC (Internal Quality Assurance Cell) Meeting – 2016-17

## Minutes of the Meeting

The 1<sup>st</sup> IQAC meeting (2016-17) was held on **16.07.2016 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. 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.

- It was proposed to prepare the academic calendar for the year 2016-17
- Received recommendations from the Student Feedback Committee collected from all the stakeholders. Directed all departments to consider the issues resolved in Committee's minutes of meeting.

### Item 02. 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.

- The teachers should embrace e-learning contents like use of PPTs and videos to enhance their teaching efficiencies.

  
**Principal**  
Shia P. G. College  
Lucknow

  
**Coordinator**  
IQAC  
Shia P.G. College  
Lucknow

- With a focus on quality education, all the departments should adopt student-centric methods such as experiential learning, participatory learning, and problem-solving approach in teaching.

Item 03. 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.

- More MOUs and Collaborations should be done with governmental and non-government agencies as well as educational institutions. All departments to prepare a plan and implement the same.
- College faculties should focus on more publication of papers and ensure quality in the same.

Item 04. 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.

- Development of the college's website and linking the same with social media platforms to ensure maximum reach.
- Take measures for Library management and increasing the footfall of the students.

Item 05. 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.

- Grievance Redressal Committee should prepare plan to strengthen its working and ensure timely redressal of complaints.
- All the departments should organize Capacity building and skills enhancement programs and ensure students' participation
- Alumni association should be formed to continue the rich legacy of illustrious alumni of the college. This body should meet regularly and interact with the current students.

Item 06. 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.

- All the faculties should attend Professional Development Programmes to upgrade themselves.

  
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IQAC  
Shia P.G. College  
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- To constitute the Board of Studies (BoS) and Academic Advisory Committee (AAC) for enhancing the academic progress and stimulate teaching-learning process in the college.

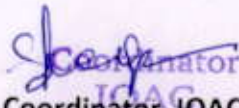
Item 07. Progress Review and Proposed Activities under Criterion 7


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

- To groom the students to become gender sensitive, all the departments were directed to organized activities and programs on Gender Equity.
- All the departments were directed to Lectures, debates, sports, and various cultural programs to celebrate National and International Commemorative days.

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.

  
Principal/Chairman  
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Lucknow

  
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