

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

### Minutes of the Meeting

The 4<sup>th</sup> IQAC meeting (2016-17) was held on 18.05.2017 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 08/02/2017, 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.

- All the departments to prepare general outlines and syllabus for starting more add-on courses in coming session.
- Strengthening of feedback gathering and analysis system.

  
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Lucknow

  
Coordinator  
IQAC  
Shia P.G. College  
Lucknow

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.

- Under experiential learning, it was proposed to organize interaction sessions with eminent personalities for the students.
- Feedback committee recommendation on Fairness of Evaluation after feedback analysis. All the departments should consider this.

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.

- All the departments were directed to prepare a plan for increasing the participation of students in extension activities for the coming session.
- It was directed to all the concerning departments to emphasis on collaboration activities in the MOUs signed so far.

Item 06. 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.

- It was proposed that the college would adopt digitization in all the academic and administrative processes. A database for tracking students' performance would also be created. s

Item 07. 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 presented its recommendation after conducting strengthening exercise meetings.
- Cultural Committee asked to prepare an action plan for organizing events and students' participation in cultural activities.

Item 08. 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.

- After review, IQAC proposed to organize more FDPs in near future.

  
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- Career Counselling and Placement Cell asked to organize more career counselling sessions.


Item 09. 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.

- All the departments asked to submit their proposal for accomplishing green initiatives.
- Gender Sensitization policy and action plan to be initiated.

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  
Shia P. G. College  
Lucknow

  
Coordinator, IQAC  
Shia P.G. College  
Lucknow

  
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