

2020-21(2)

Date 23/7

IQAC Meeting no - 39

39th IQAC Meeting was held in the office of the principal on dated 19/9/20 at 1:40 PM. In the following IQAC Meeting, members were present with social distancing, wearing mask and followed the SOP of COVID-19.

1. Dr. Jayashree Samantaray, Chairperson
Principal
2. Mrs. Purnam Bhardwaj, Asst. Prof. Co-ordinator.
3. Sh. N. K. Sharma, Hon'ble President of
Trisha Shikshan Society. Member
4. Mr. Anam Kumar, Asst. Prof. Member
5. Mr. Rajesh Kumar - Asst. Prof. Member
6. Mrs. Ambika Kulkarni, Asst. Prof. Member
7. Mrs. Sarita Kumari, Asst. Prof. Member
8. Mr. Mukesh Kumar, Asst. Prof. Member
9. Mr. Pankaj Kumar, Office Supt. Member
10. Mr. Sushil Kumar, Asst. Prof. Member
11. Dr. R. C. Sharma, Asst. Prof. Member
12. Pallavi Sharma, Student

In the beginning of the meeting, the co-ordinator of IQAC presented a report of previous implemented agenda points which are in following points:-

Physical verification of Stock with Marking
On dated 2nd June 2020 committees were formed and assigned the duties

of Physical Stock verification and the Marking of non consumable items i.e. Bench/Dual desk/Chair/Tables/Computer/Almirahs etc. Placed in office/Classrooms/Laboratories/Library of both Building I & II

Committee members were -

- ① Mr Anuj Kumar, Asst Prof
- ② Mr Santosh Kumar, Asst Prof
- ③ Mrs Anju Kumari - Asst Prof
- ④ Mr Vipam Kumar - Asst Prof

office records/files of Staff's Personal documents/NCTE, HPU, HPPSE Correspondence/Accounts (fees collected & deposits/Cash Book/Log Book.

- ① Mr Mukesh Kumar, Asst Prof
- ② Mr Pankaj Kumar, Office Suptt-lum All

Laboratory and class rooms floor wise.

Each Lab in charge will be in concern committee and one additional Staff members was verified the Stock (equipment, furniture, tests etc)

Class rooms: - Buildings - II - Ground floor and 1st floor

- ① Mrs Ambika Lakshmi
 - ② Mrs Smita Kumari
- 3rd floor and 2nd floor
- ① Mr Anam Kumar
 - ② Mrs Santosh Kumar
- Asst Prof found the hygienic cleanliness with furniture & clocks.

Campus Beautification -

- ① Mrs Smita Kumari, Asst Prof
 - ② Mr Mukesh Kumar, Asst Prof
- Counted

all the Iron Benches in the Ground, plantation, and maintained the grass (Areas of Garden).

In Building - I - Seminar/Conference room, Physical Education Laboratory, Psychology Laboratory & Meeting room was maintained by -

- ① Mrs Poonam Sharma, Asst Prof,
- ② Mrs Smita Kumari, Asst Prof,
- ③ Mr Rajesh Kumar, Asst Prof
- ④ Mr Anuj Kumar, Asst Prof

Library Books/Journals/Periodicals/Encyclopaedia and report of Committee and commission.

All the faculty members was counted the assigned almirahs 2hrs per day and the committee members 4 hours per day. The members of Library committee are -

- ① Mrs Poonam Bhardwaj, Asst Prof (Coord)
- ② Mr Shushil Kumar - Librarian
- ③ Mr Rajesh Kumar - Asst Prof

Observance of Varamahotsav -

On dated 2nd July 2020 Varamahotsav was organized in the presence of Staff members and students. Parent of Student Ankita Kumari (B.Ed) was the chief guest of the occasion and planted Khamba, Amroli, Jambun and some flower plants with SOP rule & social distancing.

Formation of Admission Committee
 On dated 3rd June 2020 faculty members were directed to download aarogya setu app in personal mobile. The admission committee members are directed to keep social distance at the time of B.Ed & D.Ed. Ed students document verification of documents, handwash, gloves used, sanitized to be used often every document verified. the candidate thermal check up and avoided the gathering (Mass.) the form submitted in the office on 10th June 2020, to Mr Pankaj Kumar O/S,

Admission Committee :-

- 1- Mrs Punam Bhardwaj, Asst Prof
- 2- Mrs Ambika Lakhanpal, Asst Prof
- 3- Mr Rakesh Kumar, Asst Prof
- 4- Mr Mukesh Kumar, Asst Prof
- 5- Mr Aman Kumar, Asst Prof
- 6- Mr Pankaj Kumar, Office Supdt
- 7- Dr Jayashree Samantaray, Principal.

Online Payment verification, technical issues to be resolved immediately by contacting the HPU (IT cell)

Observance of Swachh Bharat Mission

On 1st and 2nd Oct 2020 Swachh Bharat Abhiyan was organised in the college premises by the staff and

Hon'ble Management to maintain the cleanliness & hygiene of college drinking water, campus etc.


Preparation for B.E of H.P. Univ Examination
 On dated 9th Oct 2020 classrooms and Multipurpose hall was sanitized the desk for single candidate was arranged, sanitizer for hand/handwash Thermal testing was done as per the SOP rule of H.P. University & Govt of India

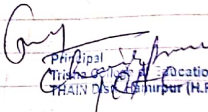
Progress of NAAC Criteria-

On dated 14th July 2020 criteria-IV, criteria-V on dated 19th Aug 2020, criteria VI and VII discussed on dated 1st Sept 2020. On 11th Sept the doubt on collection of evidence by the faculty members was resolved and some staff members handed over the proof and all the convenor of the committee/criteria kept with themselves.

Agenda Points of 39th IOAC Meeting:-

Hindi Parkiwar to be organised
 Workshop on VENTIL, NEP 2020 National HIV/AIDS week
 Online classes taken
 Micro teaching skill to be presented online

Amr
 J. Amr
 Co-ordinator



 Principal
 Institute of Education
 Hamirpur (H.P.)