Minutes of the Meeting

Date 15 December 2020

A meeting of all the members of teaching staff held in the office of worthy Principal Prof. Musarraf H. Shah today on 15-12-2020 at 11:00 AM sharp. Following issues were discussed and resolved:

1. The Principal welcomed the faculty and highlighted the important issues pertains to the overall development of the college.
2. The Principal impressed upon all the Conveners and members of of various committees to be active and organise various programmes and activities in the college.
3. The automation of the college Library shall be done on priority basis as the funds from RAUSA.
4. The Printing and Publication Committee shall collect the articles and photograph from the students and faculty for the publication of College Magazine 'Aaeena.'
5. The college Sports Committee shall convene a meeting of all the members and plan a schedule for various events of sports in the college.
6. The Edu-sat committee is required to make the Edu-Sat fully functional and each members of teaching faculty

P.T.O.

required to deliver/ Record a lecture through Edu-Sat.
and courses - coordinators are required to submit progress rep

8. A committee of following members is also consituted for the implementation of "Digital Initiative Committee."

1. Dr. Zakir Hussain — Convener
2. Prof. Joginder Singh — (Member)
3. Dr. Mohd Jameel — (do)
4. Prof. Basharat Hussain — (do)
5. Dr. Tabassum Naz — (do)
6. Dr. Tariq Sheikh — (do)

9. All the members of teaching faculty are required to conduct the online classes and submit their weekly report to Prof. Khadam Hussain HoD Geography.

10. The funds Allocated for the purchas of books has been categorised as follows:

1. Arabic Rs. 10,000, 2. Lib. Sc. Rs. 30,000 3. Phy. Edu. Rs. 2
4. Botany Rs. 25,000 5. Chemistry Rs. 25,000 6. English 25,000
7. Commerce Rs. 15,000 8. History Rs. 10,000 9. Education 15,000
10. Geography Rs. 25,000 11. BCA ~~20,000~~ Rs. 20,000 12. EVS, Rs. 10,000
13. Urdu Rs. 10,000 14. Persian Rs. 10,000 15. Pol. Sc. 10,000
16. Physics Rs. 20,000 17. Maths Rs. 20,000 18. Punjabi Rs. 5000
19. Hindi Rs. 5000 20. Bio-Tech. 15,000 21. ~~Hindi~~ Sericulture 15,0
22. Zoology Rs. 30,000 23. Eng. Lit. 3000/=

HoDs are required to submit the list of books in 10 days in the office of the Principal.

College Library. Should be provided with 1- Computer 2- Printer along with UPS.

13 For IQAC. One Printer, 1 Computer, Laptop, Web Cam.

14. For Principal Chamber, one Computer, one Printer.

15. One Computer, one Printer for Arts Block (Specially Urdu).

16. One International Conference should be organised most probably in march in which Prof. Khadam will be organiser of the Conference.

17. All Science departments will be provided with 2 lars for. Botany, Zoology, Chemistry, Sericulture, Physics, BCA, Geography and Biotechnology.

18. The meeting ended with vote of thanks to the chair.

Following members attended the meeting.

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9. Lovekumar
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16. [signature]
17. [signature]
18. Sheikh Dinesh
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26. [signature] 15/12/20
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MINUTES OF MEETING

Dated: 21-12-2020

A meeting of all the Coordinators of various skill courses held in the chamber of Coordinator IQAC today on 21-12-2020 at 11: 30 AM. Prof. Khadam Coordinator IQAC welcomed the faculty members and highlighted the functions of various skill courses launched by Higher Education Department recently. Following issues were discussed and resolved:

1. It is impressed upon all the Coordinators to prepare a detailed roadmap of all the skill courses at the earliest.
2. The MOU shall be prepared by the concerned Coordinators and shall be signed by the concern institution.
3. The DPR shall be prepared by each Coordinator and shall be submitted to the Coordinator IQAC within a week's time.
4. It is impressed upon all the Coordinators to submit the feedback Performa to Coordinator IQAC within two days.
5. The Coordinators of Hub-College did not attend the meeting today due to the reasons given below:

A) Prof. Rani Mughal Coordinator Food Processing and Agriculture has lost her beloved father few days ago and hence unable to attend the meeting.
B) Prof. Mohd Razaq has been deputed for the DDC Election and didn't attend the meeting.
C) Dr. Mohd Azam was on special leave to cast his vote in DDC Election.

6. The meeting terminated with vote of thanks to the chair.

Following members attended the meeting.

1. Dr. Farooq Ahmed HoD Zoology
2. Dr. Zakir Hussain
3. Prof. Fateh Mohd
4. Dr. Atieq ul Rehman
5. Dr. Mujahid ul Islam
6. Prof. Shahid Zafar

Prof. Khadam Hussain
Coordinator IQAC

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E-mail: degreecollegepoonch@gmail.com

OFFICE OF THE PRINCIPAL GOVERNMENT DEGREE COLLEGE POONCH

(NACC ACREDIATED B+ GRADE)

Minutes of Meeting

Date 21-01-2021

A meeting of General purchase Committee was held under the chairmanship of worthy Principal Govt. Degree College, Poonch in the chamber of u/s today the 21st of January, 2021 where upon following were resolved & discussion taken unanimously.

1. Govt. Degree College Poonch has received an amount of Rs. 8 Lakhs for purchase of machinery and equipments for infrastructures developments of college. & Rs. 1.450 Lakhs for office equipments & appliances.
2. The general purchase committee shall prepare lists of equipments requirement under different categories.
3. The formal order fo required equipments & machinery shall be made through Gem-Portal.
4. It is resolved that following equipments shall be purchased as :

1. 01 computer set for IQAC
2. 01 computer set for Head Asstt.
3. 01 computer set for Office Chamber Ad. Block.
4. 01 computer set for Library
5. 01 computer set for Mathematics Deptt.
6. 01 computer set for Sports Deptt.
7. 01 computer set for Urdu Deptt.
8. One Laptop each for Shahid Zafar (Gem & Beam & Pay System.) Career counselling & IQAC
9. 01 colour printer & one coloured Xerox Machine to be purchased.
10. The total of all the items to be purchased are as under:

Requirement of Various items recommended by General Purchase Committee		
S.No	Item Name	No
1	All in one Desktop	9
2	Laptop i5	3
3	Xerox Mechine Coloured	1
4	Printer(Coloured)	3
5	Printer B/W	10
6	Xerox Mechine B/W	1

11. The order for purchase should be placed within three days positively.

The meeting ended with vote of thanks to the chair.

The meeting ended with vote of thanks to the chair.

1. Prof. Khadam Hussain, Coordinator IQAC.
2. Prof. Rani Mughal
3. Dr. Zakir Hussain
4. Prof. Fateh Mohammed
5. Dr. Mohd Azam
6. Prof. Tehseen Abass Khan
7. Prof. Joginder Singh
8. Prof. Shahid Zafar
9. Mr. Sanjay Tandon

(Prof. Mussaraf H. Shah)
Principal
Govt. Degree College Poonch

MINUTES OF THE MEETING

Date.06 /02/2021

A Meeting of all the members of College Development Committee held under the chairmanship of Prof. Khadam Hussain Coordinator of the Committee today on 6th of February 2021 at 11:30 AM. Following points were discussed and resolved in the meeting.

1. It was unanimously resolved that a submersible motor may be installed in the hand pump at Girls Hostel and also in the hand pump of the college campus.
2. That a similar type of motor may also be installed in front of the Administrative Block of the college for the sufficient supply of the water in the college campus to overcome the scarcity of water and avoid constant inconvenience caused to the students due to erratic water supply.
3. That Bathroom of one Staff Quarter and Principal Quarter require minor repair may be carried out in the washroom of one staff quarter and principal quarter.
4. It is further resolved decided that the college development committee shall make a survey in the market for purchase and installation of motors in the college and girls Hostel of the college.

The meeting ended with vote of thanks to the chair. Following members were present in the meeting.

1. Prof. Khadam Hussain (Convener)
2. Dr. Zakir Hussain (Member)
3. Prof. Fateh Mohd (Member)
4. Dr. Shamim Ahmed Banday (Member)

(Prof. Mussaraf H. Shah)
Principal
Govt. Degree College
Poonch

Copy to:

1. Office record file.

Minutes of Meeting 08-02-2021

A meeting of all the members of teaching faculty was held today on 08-02-2021 at 1:30 pm in the conference Hall under the chairmanship of Prof. Munaf Husain Shah worthy Principal of the college.

Following issues were discussed and resolved in the meeting.

1. The Principal welcomed the faculty and stressed upon the faculty to work hard especially in the preparation of AQARs.
2. The IQAC and AQARs sub-committees have been redesigned because of the transfer of various faculty members and all the newly transferred members are also inducted in IQAC committee and sub-committees of AQARs.
3. Prof. Khadam Husain Coordinator IQAC also apprised the faculty and stressed upon the faculty to remain unite and work tirelessly for the compilation of AQARs.

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Principal impressed upon the faculty to remain regular punctual and check the ~~our~~ students on daily basis.

The Principal also focused upon ~~the~~ organising various programmes and events in the college in this regard all the Convenors/Coordinators of various Committees were directed to organise some activities in the college.

6. The college has also planned an International multidisciplinary workshop/Conference in the college that may be organise in March/April 2011.

7. The faculty members were also informed about the publication of college Literary Magazine 'AAEENA' and the write-ups were solicited from all the members of teaching faculty and students.

8. The meeting ended with vote of thanks to the chair. Following members were present in the meeting.

1. 2. 3. 4. 5 6 7. 8. 9. 10. 11. 12. 13 14 Rasmeet Kaur 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30

Minutes of Meeting 18 Feb. 2021

A meeting of all the Members and Coordinators of spokes and Hub held under the chairmanship of worthy Principal Prof. M. H. Shah today on 18-02-2021 at 12:15 PM. Following issues were discussed and resolved.

1. The Principal stressed upon the members for making all the Spoke and Hub courses fully functional as the funds have been released by the higher Education deptt.
2. The amount / funds released for various Skill courses shall be utilized before 31 March 2021.
3. A prefebricate structure shall also be made in the college campus for which a building shall be constructed. A desirable / suitable location shall be traced in the college.
4. An amount of 35 Lac and 50 thousand has also been released for innovation and incubation centres, which needs to be utilised properly.
5. The tools which are useful for the said centres may also be purchased.
6. 12.5 Lac has also been released for Horticulture technology for the purchase of books, equipments and infrastructure and establishment of the Horticulture Skill Centre in the college.

P.T.O. →

7. Industrial Skill, 60 students are enrolled

8. Automation of Library 30 lakhs sanctioned 10 lakhs released which is being utilized for infrastructure development by PWD

9. ~~6,8000~~ 42 lacks rupees for Digital boards for which bid have been given

10. The meeting ended with vote of thanks to the chair.

Following members were present in the meeting

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the Principal Govt. Degree College Poonch

Minutes of the meeting

An urgent meeting of Alumni cell of GDC Poonch was held under the chairmanship of Prof. M.H. Shah Principal GDC Poonch today on 2nd of March 2021.

Following important matters have been discussed.

1. It has been decided that on 5th of March 2021, some Alumni of the college and district officers including Deputy commissioner shall be invited for a Alumni meet at 3.00 Pm and also to visit DC to formally inagurate the Beautification and Renovation of college campus.

2. It has also been decided to organise Parent-Teach Meet in the last week of March-2021

3. The meeting ended with the vote of thanks to worthy Principal.

1. Prof. Khadam Hussain coordinator IQAC
2. Dr. Mehroof Khan
3. Dr. Shamim Ahmed Bandey convener Alumni cell
4. Prof. Mohd Araf
5. Dr. ~~Farooq~~ Mohd Altaf

Minutes of Meetings 10 March 2021

A meeting of all the I/c of various Criterion of AQAR was held under the chairmanship of Prof. M. H. Shah worthy Principal of the College today on 10-03-2021. Following points were discussed and resolved in the meeting.

1. The Principal welcomed and appreciated all the members of IQAC and Coordinator IQAC Prof. Khadam Husain for uplading the AQARs for the session 2016-17.
2. The Principal stressed upon the members of IQAC / AQARs to prepare and get all the records / documents ready as a proof for which the data is submitted / uploaded.
3. All the I/c of various Criterion are required to submit the concern AQAR reports for the session 2017-18, 2018-19 and 2019-20 latest by 20th March 2021 at any cost.
4. All the members of AQAR shall have to submit the report both soft and hard copies along with requisite documents / proof before the said date.
5. All the faculty members of the college are required to submit their resume to IQAC at the earlist.
6. All the members are required to submit the activity details / report / order to the IQAC and also in their personal file.

P.T.O. →

Minutes of Meetings 10 March 2021

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2. The Principal stressed upon the members of IQAC / AQARs to prepare and get all the records / documents ready as a proof for which the data is submitted / uploaded.
3. All the I/c of various Criterion are required to submit the concern AQAR reports for the session 2017-18, 2018-19 and 2019-20 latest by 20th March 2021 at any cost.
4. All the members of AQAR shall have to submit the report both soft and hard copies along with requisite documents / proof before the said date.
5. All the faculty members of the college are required to submit their resume to IQAC at the earlist.
6. All the members are required to submit the activity details / report / order to the IQAC and also in their personal file.

P.T.O. →

HODs and faculty members of each department / subject required to submit the report of various activities organised by them along with details of participants to the IQAC.

8. All the conveners / Coordinators of various club / Societies / Activities shall have to submit the detailed report of various activities along with details of participants soon after the completion of Activity / Activities.

9. The meeting ended with vote of thanks to the chair.

Following members attended the meeting.

1. Prof. Khadam Hussain Coordinator IQAC
2. Dr. Zakir Hussain C-II
3. Dr. Mohammed Latief C-VII
4. Dr. Mahroof Khan C-III
5. Prof. Tehseen Abas C-II
6. Prof. Mohd Araf C-I
7. Prof. Shehzad Banday C-VI
8. Prof. Atal Bharti C-IV
9. Prof. Jameel Ahmed C-V
10. Prof. Satindarpal Singh C-V

Minutes of the meeting

-P-1

A meeting of student president & classes representatives was held in Conference room of Administrative block under the chairmanship of worthy Principal Smt Punch. where upon following points were discussed & decision taken unanimously today on 17/3/21.

1. The issue relating examination & concession in syllabus was raised & students were assured that matter shall be discussed with university administration.

2. The students demanded that online form filling & photo stat facility shall be provided in college. The demand has been accepted on spot.

4. The matter relating to washroom facility was raised which the chair assured to students that immediate repairment

underway & shall be solved soon. 1-2

5. The matter relating to vehicle parking was discussed & Chair assured that the matter shall be solved at appropriate time frame.

6. The NSS Annual camp shall be organised in coming week.

7. The newspaper & Magzine shall be provided to students for reading & studying. The reference book shall be provided for study if required

8. The Library cards are ready & shall be provided to students within weeks.

9. The drinking water facility shall be provided to students.

10. Canteen of College shall be opened for students soon as soon as repair work is done.

11. The Scholarship related issue was raised which the chair assured shall be solved on case basis.

12. NSS room Red cross bed. + first aid facility shall be provided to students.

13. Biotechnology class room issue was raised where it was decided that better room facility shall be provided.

The meeting ended with a vote of thanks to chair

1. Irfan Ahmed
2 Shafiqa. Akhli
3 Deepankar Dutta
4 Sabha Khursheed
5 Iram Akram
6 Tahira Bhatti
7 Yasir Amin
8 Ajaz Ahmed
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12 [signature]
13 [signature]
14 Misbah Kamlaak
15 Irfan Aslam
16 Amjad ali
17 Waseem Akram
18 Rukhsar Kazmi [signature]
19 Anthew Dutta [signature]
20 Irfan Mushtaq [signature]
21 Mohd Makhof [signature]
22 Jatin Bali [signature]
23 Mazhar Hussain [signature]
24. Irfan Ahmed [signature]
25. Farman Ahmed

Minutes of The Meeting

A meeting of IQAC Committee was convened by worthy Principal GDC Pulwama in his office chamber today on 17/4/2021. The following points were discussed & unanimous decisions taken there off.

1. The progress report of various criteria was taken & work done was appreciated by the Chair.
2. The data of 15-16 is still pending which shall be collected retrospectively.
3. The criteria for 2017-18 is complete & that of 16-17 is already uploaded.
4. The data of 2018-19 & 19-20 shall be provided by a week's time.
5. By coming saturday all data shall be uploaded of 2018-2019 & 2019-2020.
6. Dr. Zakir Kalis shall provide minutes of previous meeting.

The previous committees shall be uploaded,

8. The data on college website shall be uploaded by Dr. Riaz Mirza + Dr. Tariq Sheikh.

The meeting ended with the vote of thanks to Chair.

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Immediately issued