



INTERNAL QUALITY ASSURANCE CELL

Government Postgraduate College Noida.

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Letter No.....

Date.....01/04/2017

Agenda and Minutes of IQAC meeting

It was the first IQAC meeting since post accreditation cycle II. This meeting was attended by the following members –

Dr.Manju Sharma (Principal)	Chairperson of IQAC
Dr.Anita Misra	IQAC Coordinator
Dr. Shelly Shrivastava	Member
Dr.Gomteshwar Pal	Member
Sri.Ravikant	Member
Dr.Parvez Shamim	Asst.IQAC Coordinator
Dr.Kavita Singh Chaudhary	Member
Dr.Suksham Rani Aneja	Member
Mr.Ram Singh	Office Superintendent
Mr.Bharti	Office Attendant

The member who could not attend the meeting was Mrs.Sugandh Singh, as she is on child care leave.

The meeting took place in Principal office, around 2:30p.m. The Principal of the college Dr.Manju Sharma ensured that all the IQAC members are present in the meeting and enquired about those members who could not attend the meeting.

Agenda of the Meeting –

- Expansion of IQAC by including external members to the cell.
- Since the academic session coming to the end, inclusion of new student members.
- Ensuring the working of R.O. plants and water coolers, so that cold water can be provided to the students coming for examinations in soaring heat.
- Provision of adequate electricity facility and functional tube lights, cfl, fans, generator etc.
- To ensure that university examinations are being held in proper manner, according to the university and state government guidelines.
- Distribution of feedback forms to the students.
- Meeting of IQAC with RUSA Committee, regarding progress of the projects/work.