

IQAC SCS GDC Mendhar

MINUTES OF MEETING

HELD ON, 23rd of January, 2025 AT 01:00 PM

A meeting of members of IQAC was held in the IQAC on 23-01-25 under the supervision of Dr Sarshad Hussain, Co-ordinator IQAC to discuss the agenda items.

Attendees: The following members attended the meeting.

S. NO.	NAME
1.	Mr. Sarshad Hussain
2.	Dr. Mahroof Khan
3.	Dr. Mohd Junaid Jazib
4.	Dr. Mohd Jameel
5.	Dr. Mohd Riaz
6.	Mr. Inam ul Haq
7.	Dr. Imtiyaz Ahmed Wani
8.	Dr. Jameel Ahmed
9.	Prof. Mohd Qasim Mir

1. Commencement of meeting:

The meeting was declared open by the chair at 01:05 p.m.

2. Opening remarks: At the very outset of the meeting Prof. Sarshad Hussain, Co-ordinator IQAC, welcomed all the staff members for attending the meeting and brief the agenda items of the meeting.

3. Discussions/Comments on Agenda of meeting:

The agenda items were taken for discussion. A threadbare discussion was held among all the staff members and the following decisions were taken unanimously. Their views, comments and responses are summarized below.

4. Minutes of the meeting: On the basis of the views, comments and responses of the staff members, the minutes of meeting are recorded as follows:

Agenda item: Teachers' feedback Analysis for the session 2023-24 and recommendation of action to be taken.

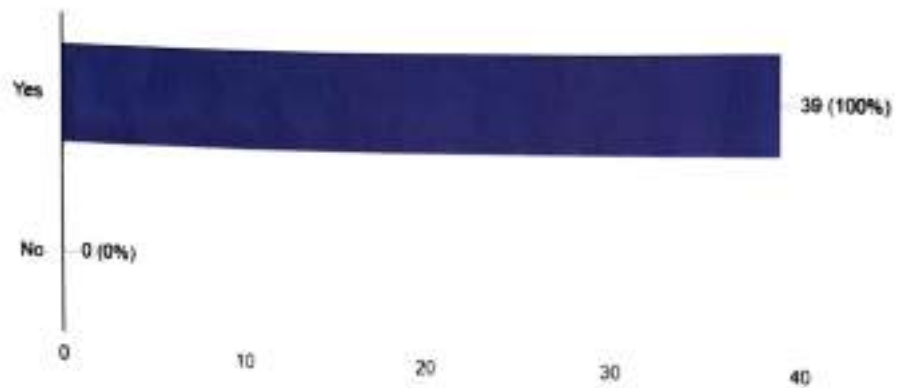
Screenshot Showing the Feedback Taken

RESPONSE 1

College has smart class room to deliver the lecture using ICT.

 Copy chart

39 responses



Analysis & Action Taken

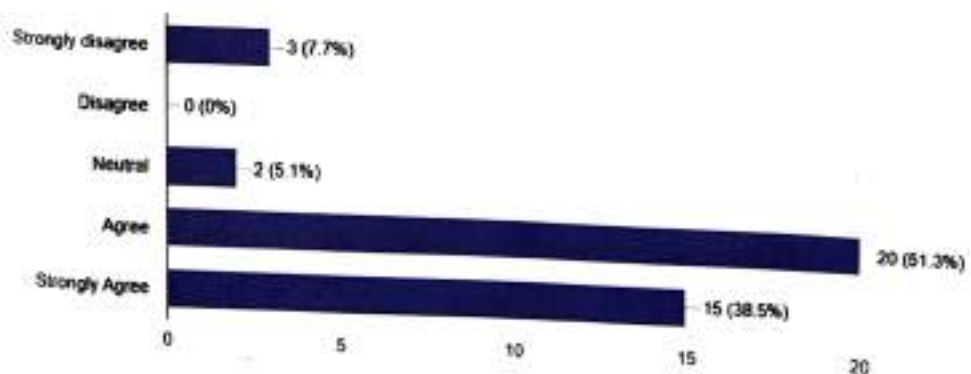
- Responses depicted above clearly shows that all the teachers have replied "Yes" to the availability of smart class rooms. Hence no action is recommended.

RESPONSE 2

Board of studies is taking care to ensure the current relevance of the program being offered

 Copy chart

39 responses



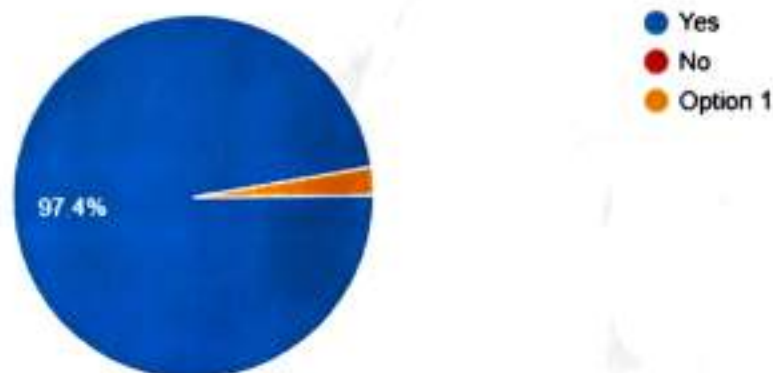
Analysis & Action Taken

- From the bar chart it is clear that majority of the faculty members are satisfied with BoS which is being held by University of Jammu (38.5% Strongly Agree + 51.3% Agree). It is also clear that there are some minor grievances as majority have not gone with strongly agree. Hence it is recommended that all members of BoS either communicate their grievances to the concerned Head of Department of University of Jammu in writing for redressal or to IQAC for forwarding it through proper channel.

RESPONSE 3

Employability is given weightage in curriculum design and development.

39 responses



Analysis & Action Taken

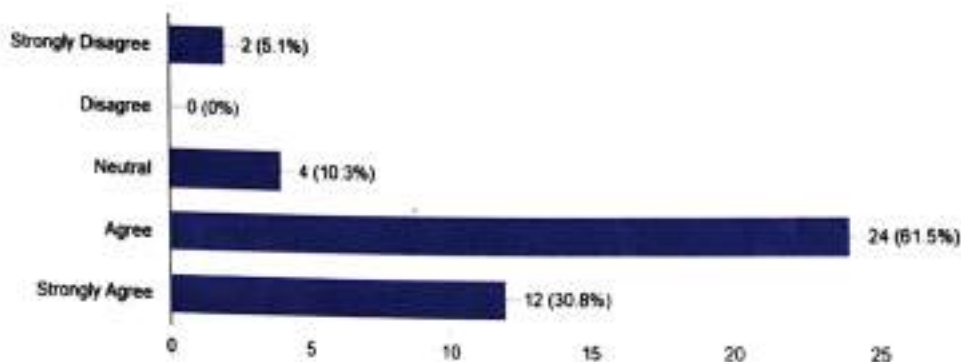
- Curriculum design and development of this institution is in the disposal of affiliating University i.e University of Jammu. University does involve the Heads of all departments of all colleges of respective subjects in their respective board of studies. Again the response in feedback is good enough (97.4% involving agree with the question) and it is recommended that concerned members of BoS must communicate the issues in their meetings to the authority at Univeristy level, if any.

RESPONSE 4

I am given enough freedom to contribute my ideas on curriculum design and development.

[Copy chart](#)

39 responses



Analysis & Action Taken

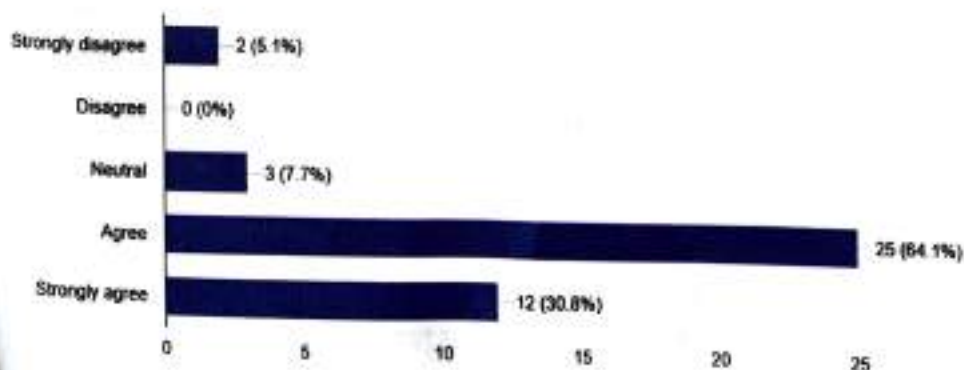
- Response of staff in the context of contribution of ideas on curriculum design is good enough (91.3%). Again it is recommended that if there is any issue it may be pointed out in the BoS meeting whenever it is held by University of Jammu or the same may be communicated in writing to IQAC for onwards submission to University.

RESPONSE 5

System followed by university for design and development of curriculum is effective.

[Copy chart](#)

39 responses



Analysis & Action Taken

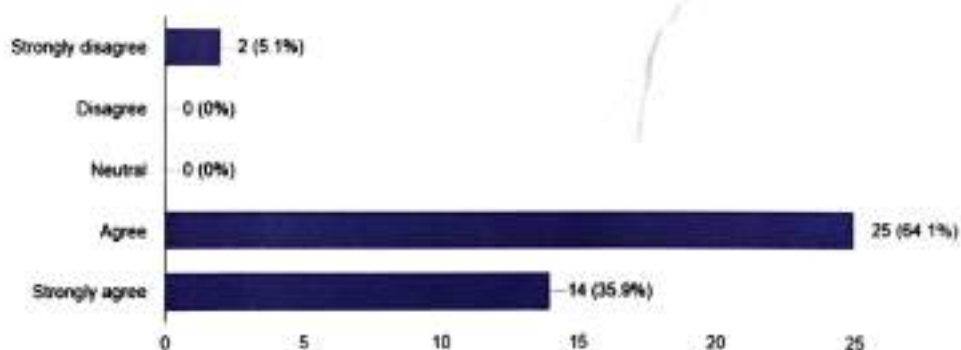
- Though majority of staff is agreed with the system of curriculum designing (94.9% including strongly agree and agree), 5.1% of them strongly disagree. Since the system to be adopted is prerogative of affiliating University so it was recommended that the concerned members must raise the point in their respective board of studies or the same may be communicated in writing to IQAC for onwards submission to University.

RESPONSE 6

Curriculum has been updated from time to time.

39 responses

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Analysis & Action Taken

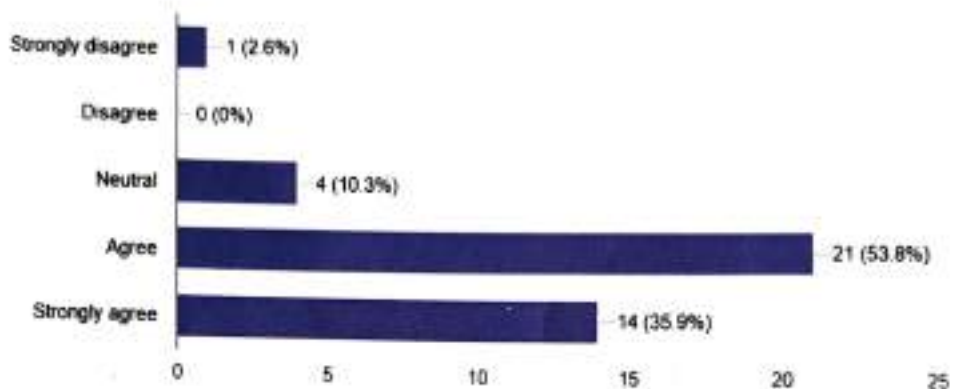
- Majority the staff members are agreeing with timely updating of curriculum by University of Jammu (99% including agree and strongly agree). Those who are disagree must communicate in writing for onwards submission.

RESPONSE 7

Departmental level subject expert committee meetings are held for reviewing the syllabus.



39 responses



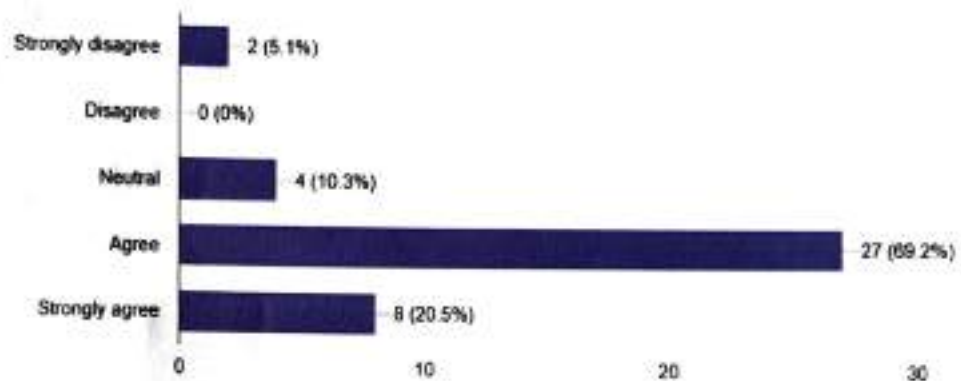
Analysis & Action Taken

- 89.7 % responses are satisfactory with respect to department level meeting including 53.8% agree and 35.9% strongly agree. 10.3% are neutral and neutral response cannot be decoded strongly for recommendations. Hence it is recommended that the concerned faculty members may communicate the actual reason of remaining neutral so that recommendations may be made to University for redressal.

RESPONSE 8

Representation from business and industry in UG/PG Board of studies is helpful in designing and improving the courses.

39 responses



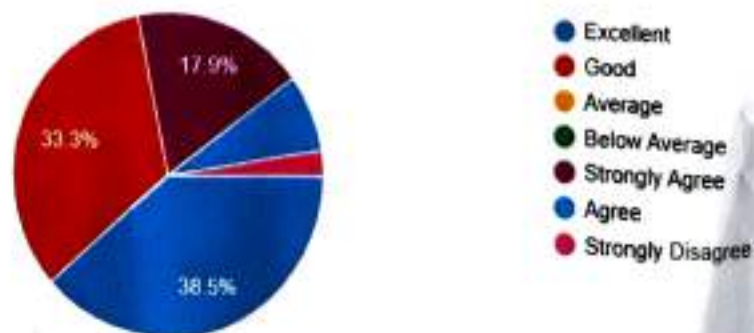
Analysis & Action Taken

- Representation from business and industry is a very important component in order to develop the human resource as per the demand of market. 10.3 % of the staff members are giving response as "neutral". Again the staff members are requested to project their grievance in writing for redressal.

RESPONSE 9

Overall, how would you rank the college during the period under reference.

39 responses



Analysis & Action Taken

- Overall ranking of the college is quiet satisfactory as 80.1% (38.5% excellent and 33.3% good) responses are on positive line. However, very few are neutral or have grievances. Again the neutral response cannot be decoded and they may be presumed as a entry error. However staff members are requested to communicate their suggestions if any for better interpretation and subsequent recommendations.

RESPONSE 10

- Any Suggestions

Suggestions given by some staff members are reproduced as below:

- ✓ Exposure and moral values must inculcate.
- ✓ Smart phone should be banned in college for students. Limited usage for faculty means keep away from social media.
- ✓ RFID system for library and separate reading room for faculty members
- ✓ Faculty should allow to organise and participate in national/ international seminars, conferences, workshops and write-ups.


Analysis & Action Taken

- Above suggestions are really genuine and are as such forwarded to chair for kind consideration in future developmental plan of the college and for making necessary instructions to ensure transparency in the system, improving the management of time table, introduction of applied courses, seeking the post of librarian and improving the teaching learning atmosphere of the college.

5. Recommendations confirmations and approval of minutes of meeting:

- Dr. Jameel Ahmed, read the minutes of the meeting and passed on these minutes to the member for their further comments, if any. No further comments were received.
- In pursuance to the discussions of the members on the agenda items, all the members accepted, confirmed and approved the minutes of the meeting as read and recommended these minutes of meeting for approval and action to be taken by the chair.

Members

S. No	Name	Signature
1.	Dr. Mahroof Khan	
2.	Dr. Mohd Junaid Jazib	
3.	Dr. Mohd Jameel	
4.	Dr. Mohd Riaz	
5.	Mr. Inam ul Haq	
6.	Dr. Imtiyaz Ahmed Wani	
7.	Dr. Jameel Ahmed	
8.	Prof. Mohd Qasim Mir	

6. Termination of meeting:

The meeting ended at 03.10 p.m with a vote of thanks by Prof. Sarshad Hussain.



Prof. Sarshad Hussain






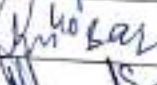








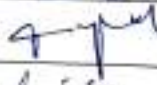




Coordinator IQAC






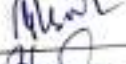



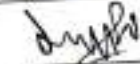
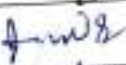
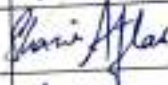

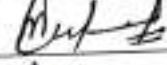






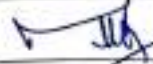

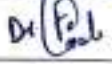

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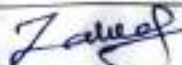
OFFICE OF THE PRINCIPAL SCS GDC MENDHAR
(NAAC Accredited with Grade B)


NOTICE

The recommendations of IQAC are as such circulated among the staff members to note the points mentioned against each response and it is directed to work in the right spirit to achieve the goals in letterhead spirit.

S. NO.	NAME	DEPARTMENT	SIGNATURE
1.	Dr. Bashir Ahmed	Physics	
2.	Prof. Mohd Sadeeq	Chemistry	
3.	Dr. Sarshad Hussain	Zoology	
4.	Dr. Mahroof Khan	Botany	
5.	Dr. Mohd Junaid Jazib	EVS	
6.	Dr. Mohd Jameel	Computer Application	
7.	Prof. Rehfit Naz Kosar	Urdu	
8.	Dr. Mohd Riaz	Urdu	
9.	Prof. Inam Ul Haq	Zoology	
10.	Dr. Imtiyaz Ahmed Wani	Chemistry	
11.	Dr. Mohammed Rafi	Political Science	
12.	Dr. Parvaiz Hussain	Economics	
13.	Dr. Jameel Ahmed	Sociology	
14.	Dr. Mohd Ibrahim	Physical Education	
15.	Prof. Mohd Qasim Mir	Geography	
16.	Dr. Syed Zaigum Abbas	Persian	
17.	Dr. Mohd Tahir Amin Khan	English	
18.	Dr. Liyaquit Ali	English	
19.	Dr. Basharat Ahmad Shaheen	Arabic	
20.	Dr. Assuam Mustafa	Education	

21.	Dr. Razza Mehmood Khan	Urdu	
22.	Dr. Makhan Din	Persian	
23.	Dr. Mohd Awas	Zoology	
24.	Mr. Imtiaz Ahmed	Computer Application	
25.	Dr. Mazar Ali Shah	Pol. Science	
26.	Dr. Mohd Yousif Khan	Education	
27.	Dr. Sajad Hussain Shah	Botany	
28.	Dr. Rustam Abass	Mathematics	
29.	Dr. Mahmood Ahmed	Phy. Edu.	
30.	Dr. Shahid Aziz	Arabic	
31.	Dr. Nisar Ahmad Ganie	English	
32.	Dr. Shazia Aftab	Pol. Science	
33.	Mr. Mohd Arif Naikoo	Sociology	
34.	Mr. Masroor Ahmad Mir	Sociology	
35.	Mr. Azam Ramzan Bhat	Geography	
36.	Dr. Mir Sajad Rabani	Botany	
37.	Ms. Sabha Shamsheer	Computer Application	
38.	Ms. Sahifa Arif	Geography	
39.	Mr. Aadir Ahmadullah	Library Science	
40.	Mr. Fida Hussain Rather	Physical Education	
41.	Dr. Abdul Majeed	Urdu	
42.	Dr. Nazir Ahmad Mala	Physics	
43.	Dr. Farah Manzer Manhas	Chemistry	
44.	Dr. Jahangeer Ahmed Bhat	Pol. Science	

45.	Dr. Showkat Hussain Wani	English	
46.	Mr. Zahed Ahmed	English	


Principal
SCS Govt. Degree College
Mendhar

Copy to:

1. College Advisory Committee
2. IQAC
3. All the HoDs
4. Office Records