



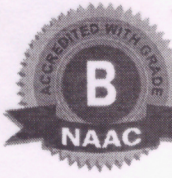
# हेमवती नन्दन बहुगुणा राजकीय स्नातकोत्तर महाविद्यालय

खटीमा- 262308, जिला- ऊधम सिंह नगर (उत्तराखण्ड)

फोन: 05943-252244

Email ID: [gpgckhatima@gmail.com](mailto:gpgckhatima@gmail.com)

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## Minutes of IQAC Meeting (Session- 2023-24)

Meeting Ist, Dated- 12-July, 2023

The first meeting of IQAC for session 2023-24 was held in the Principal's office under the supervision of Dr. R. C. Purohit (Principal). Dr. Harendra Mohan, Co-Ordinator of IQAC cell, informed members of IQAC cell about the completed tasks which were set for the session 2023-24 and also warmed up all members for being ready their departments for NAAC PEER TEAM visit. The main focus of this meeting was to take some important initiatives regarding the implementation of NEP as well as preparation of all departments for NAAC PEER TEAM visits. After the completion of meeting for attaining the said goals various task were fixed.

1. Preparation for NAAC PEER TEAM visit at the college and departments level.
2. To take initiatives for admission process for the academic session 2023-24 under NEP.
3. To furnish Conference hall with furniture and equipments.
4. To organise skill development program for the students with the help of Nandi Foundation.
5. To arrange a blood donation camp.

Plan of Action	Action to be taken
Organizing meetings regarding the base line preparation for NAAC PEER TEAM visit at the college and departments level	Holding of important meetings with the heads of all the Faculties and administrative staff members regarding preparation of necessary documents at the time of NAAC PEER TEAM visit.
Taking initiatives for admission process under NEP	Regular Counseling session must be carried out for students for opting carrier building subjects.
Furnishing Conference Hall	To ensure the furnishing of conference hall fulfilling all formalities for fitting audio and video devices.
Enhancement of skill ability among students	Organization of Skill development program for the students with the support of Nandi Foundation
Encouraging students for social aspects	Organization of a blood donation camp

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

1. Dr. Ashutosh Kumar (Member)
2. Dr. Manish Belwal (Member)
3. Dr. K. K. Mishra (Member)
4. Shri Dheeraj Gahtori (Member)
5. Shri Kundan Singh Nittwal (Office Superintendent)
6. Rekha (Stakeholder)
7. Miss Punita Agrawal (Manager DC Bank of U. S. Nagar)

**Coordinator**  
Internal Quality Assurance  
Cell (IQAC)  
H.N.B. Govt. P.G. College  
Khatima-262308

**Chairperson**  
Internal Quality Assurance  
Cell (IQAC)  
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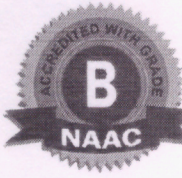
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## Minutes of IQAC Meeting (Session- 2023-24)

Meeting IInd, Dated- 11-October, 2023

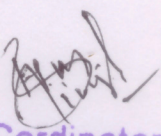
The second meeting of IQAC for session 2023-24 was held in the Principal's office under the supervision of Dr. S. N Rao (Principal). Dr. Harendra Mohan Singh, Co-Ordinator of IQAC cell, fixed some tasks after completion of the meeting among the members.

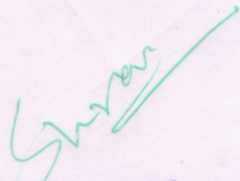
1. To confirm the minutes of previous meeting held on - 12 -July, 2023.
2. Final level preparation for NAAC PEER TEAM visit.
3. To completion of NAAC PEER TEAM visit of the college.
4. To take initiatives for submission of AQAR 2022-23.
5. To collect data for submission of AISHE portal.
6. To organize community development program.

Plan of Action	Action to be taken
Final level preparation for NAAC PEER TEAM visit	Coordinating with all departments to ensure readiness for the NAAC peer team visit and finalizing all necessary preparations.
Submission of AQAR 2022-23	To take initiatives for submission of AQAR 2022-23.
Submission of AISHE portal	To collect data for submission of AISHE portal
To improve the social, economic, and environmental aspects among students	Organization of some community developmental program for students

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

1. Dr. Ashutosh Kumar (Member)
2. Dr. Manish Belwal (Member)
3. Dr. K. K. Mishra (Member)
4. Shri Dheeraj Gahtori (Member)
5. Shri Kundan Singh Nittwal (Office Superintendent)
6. Rekha (Stakeholder)
7. Miss Punita Agrawal (Manager DC Bank of U. S. Nagar)

  
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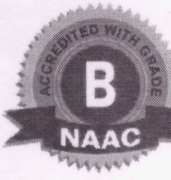
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## Minutes of IQAC Meeting (Session- 2023-24)

Meeting IIIrd, Dated- 09 February, 2024

The third meeting of IQAC for session 2023-24 was held in the Principal's office under the supervision of Dr. Ashutosh Kumar (Principal). Dr. Harendra Mohan Singh, Co-Ordinator of IQAC cell, fixed some tasks after completion of the meeting among the members.

1. To conduct a self-employment training program under the banner of DEV BHOOMI UDYMITA YOJANA.
2. Organise an awareness program regarding women in the reference of govt. Help line numbers.
3. To take initiatives for green and clean campus.
4. Take initiatives for online classes according NEP.

Plan of Action	Action to be taken
Self-employment training program	Planning for conducting a self-employment training program under the banner of DEV BHOOMI UDYMITA YOJANA
Awareness program for female students	Planning for organizing an Awareness program regarding women in the reference of govt. Help line numbers.
Green and clean campus	Taking initiatives for green and clean campus
Online classes as per NEP norms	Initiate measures to conduct online classes aligned with NEP guidelines.

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

1. Dr. Manish Belwal (Member)
2. Dr. K. K. Mishra (Member)
3. Shri Dheeraj Gahtori (Member)
4. Shri Kundan Singh Nittwal (Office Superintendent)
5. Rekha (Stakeholder)
6. Miss Punita Agrawal (Manager DC Bank of U. S. Nagar)

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## Minutes of IQAC Meeting (Session- 2023-24)

Meeting IV, Dated- 26 May, 2024

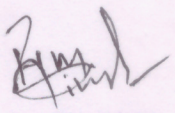
The third meeting of IQAC for session 2023-24 was held in the Principal's office under the supervision of Dr. Ashutosh Kumar (Principal). Dr. Harendra Mohan Singh, Co-Ordinator of IQAC cell, fixed some tasks after completion of the meeting among the members.

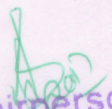
1. To organize a meeting for showing the NAAC PEER TEAM visit report and discuss about our merits and demerits.
2. To take initiatives for student's moral value.
3. To advise the principal for purchasing books for commerce students.

Plan of Action	Action to be taken
NAAC PEER TEAM visit report	Conducting a focused discussion on the NAAC Peer Team visit report, addressing the highlighted merits to sustain and enhance strengths, while formulating strategies to address identified demerits for continuous improvement and institutional excellence
Student's moral value	Organization of departmental lectures for UG and PG students with reference to enrich the student's moral values
Enriching the library	To advise the principal for purchasing books for commerce students

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

1. Dr. Manish Belwal (Member)
2. Dr. K. K. Mishra (Member)
3. Shri Dheeraj Gahtori (Member)
4. Shri Kundan Singh Nittwal (Office Superintendent)
5. Rekha (Stakeholder)
6. Miss Punita Agrawal (Manager DC Bank of U. S. Nagar)

  
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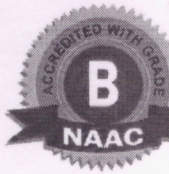
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The plan of action chalked out by the IQAC at the beginning of the year towards quality enhancement and the outcomes achieved by the end of the session were reviewed. In this sequence during the session of 2023-24 outcomes are being tabulated as follows:

Plan of Action	Achievements
Holding of important meetings with the heads of all the Faculties and administrative staff members regarding preparation of necessary documents at the time of NAAC PEER TEAM visit.	The IQAC Coordinator informed the Principal about the key meetings conducted with all faculty in-charges and members to finalize preparations for the NAAC Peer Team visit. The IQAC cell also informed about the achievements made in the targets set for the meetings held in the last session (2022-23).
Taking initiatives for admission process under NEP	Students were provided with regular counseling sessions to assist them in selecting career-focused subjects during UG and PG admissions
Furnishing Conference Hall for NAAC PEER TEAM visit.	The conference room is fully furnished and equipped with advanced audio and video equipment to conduct meetings with NAAC peer team members.
Enhancement of skill ability social aspects among students	Skill development program for the students with the support of Nandi Foundation and a blood donation camp was organised in the campus with association of Khatima Chapter
To improve the social, economic, and environmental aspects among students	Organization of some community developmental program for students were conducted at departmental level
Self-employment training program	A self-employment training program was held on dated 16 and 17 February 2024 under the banner of DEV BHOOMI UDYMITA YOJANA
Awareness program for female students	An Awareness program regarding women in the reference of govt. Help line numbers was organized by Women Redressal Cell on dated 20 <sup>th</sup> February 2024.
To collect data for submission of AISHE portal	Necessary documents from all departments were collected, compiled and submitted to the AISHE portal.
Green and clean campus	Several programs, including departmental seminars, debates, Swachhata Abhiyan, biodiversity initiatives, and others, were organized in collaboration with the NSS unit.
Online classes as per NEP norms	Initiative measures were taken to conduct online classes aligned with NEP guidelines, ensuring accessibility, inclusivity, and quality education through innovative digital tools and pedagogy.
Key Discussions on NAAC PEER TEAM visit report	A meeting was held on for a focused discussion on the NAAC Peer Team visit report, addressing the highlighted merits to sustain and enhance strengths, while formulating strategies to address identified demerits for continuous improvement and institutional excellence.
Student's moral value	Departmental lectures for UG and PG students were organized with reference to enrich the student's moral values
Enriching the library	Principal was advised for purchasing books for commerce students in College library