

Minutes of the meeting held on 29<sup>th</sup> of May 2018 in the IQAC Room at 2:00 PM

AGENDA:- Review Meeting

Present:-

1. Prof. Mairaj-ud-Din Sheikh
2. Dr. Tahmina Yousuf
3. Dr. Syed Wilayat Rizvi
4. Prof. Manzoor Ahmad Wani
5. Dr. Sameera Siraj
6. Prof. Peer Irfan Rashid
7. Prof. Gazi Imtiyaz
8. Dr. Fahima Gul

The meeting was held in the office of IQAC at 2:00 PM under the coordination of Prof. Mairaj-ud-din Sheikh.

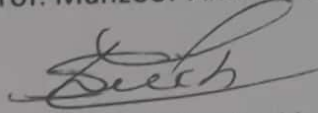
The following decisions were taken;

1. It was decided that the suggestions made by NAAC team in the NAAC report will be used as a Road Map for development of future action plans
2. The process for submission of AQAR's (2018-19) will be initiated.
3. It was decided that all the HOD's /Convenors/Office/faculty will be asked to submit one copy of every activity done from the start of the academic session along with the order copies.
4. It was noticed that the activity calendar is not being followed properly by the college committees, so the letters will be send to committee convenors on the first day of every month regarding the activities to be done by the committees and the reports be submitted to IQAC on the last day of every month.
5. It was decided that the assignments to be distributed among the members of the IQAC as
  - Prof. Gazi Imtiyaz will download the guidelines regarding submission of AQAR's.
  - Prof. Irfan and Prof. Gazi Imtiyaz will open the offline pages for every faculty member of the college and will update their activities regarding corporate/academics.
  - Dr. Tehmina, Dr. Sameera siraj and Dr. Fahima Gul will look after the daily routines of IQAC office.

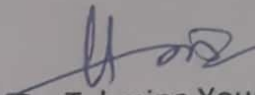
6. The office will be asked to provide information regarding the status of order already placed with regard to the purchase of display boards.

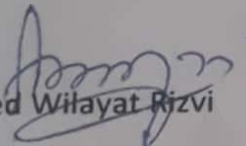
The meeting concluded with the vote of thanks by Prof. Manzoor Ahmad Wani.


  
Prof. (Dr.) Manzoor Ahmad Lone  
Chair Man

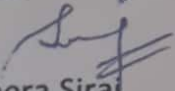
  
Prof. Mairaj-ud-din sheikh  
Coordinator


Dr. Shah jahan wani

  
Dr. Tehmina Yousuf

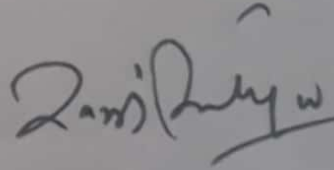
  
Dr. Syed Wilayat Rizvi

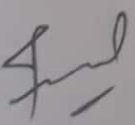
  
Prof. Manzoor Ahmad Wani

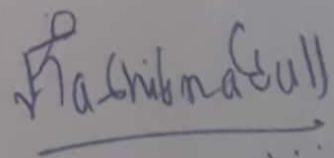
  
Dr. Sameera Siraj

  
Prof. Peer Irfan

Prof. Abdul Haleem

  
Prof. Gazi Imtiyaz

  
Dr. Junaid Latief

  
Dr. Fahima Gul

Dr. Gowhar Hussain Bhat