

Minutes of Meeting IQAC February 28.02.2019

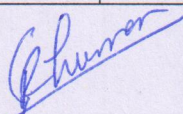
Action taken report of the previous meeting was discussed.

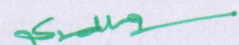
Sr. No.	Agenda of last Meeting	Action Taken
1.	Discussion and planning of upcoming college activities such as Home Science Fest , Sports day, Fashion Show	<ul style="list-style-type: none"> • Annual Athletic meet was held on February 07,2019 • Home Science Fest will be held on March 08,2019 • Annual Fashion Show will be held on March 29,2019
2.	Ph. D Course Work	<ul style="list-style-type: none"> • The senior faculty of different departments (HDFR, FN, CT) are taking their courses as per allotted slots in time table . • The common subjects (for all streams)i.e. Research Methodology and statistics are taught by Dr. Shabana Gandhi
3.	Waste Management	<ul style="list-style-type: none"> • The pits are prepared in B.Sc. and M.Sc. Hostel to collect separately both garden waste and kitchen waste to prepare compost to be used in College grounds. • The organic Compost machine worth Rs 5,85,000/- which recycles upto 75 kgs of food/vegetable /market /Flower Waste is purchased out of M&S Plan for waste management • A workshop cum demonstration for students and staff on how to make compost at home, which help in generating awareness regarding waste management • Six dustbins (3 Green and 3 blue) have been purchased for disposal of dry and wet waste. They are kept at different places in the college campus for proper waste collection.

Agenda items along with suggestions given in IQAC meeting held on 28.02.2019 are as under

Sr. No.	Agenda of last Meeting	Suggestions
1.	Prospectus for the session 2019-20	<ul style="list-style-type: none"> • The different chapters of the prospectus would be allocated to different staff members/ incharges / HODs for changes required for updating the final draft of college prospectus 2019-20
2.	Detailing of college Functions	<ol style="list-style-type: none"> 1. Home Science Fest 2019 will be held on March 08, 2019 on the theme –‘Earn while you learn’ The HODs of different departments along with their faculty will ensure that the students showcase their skills in making household interior accessories, decorative pottery, handmade jewellery, cooking and baking products, embroidery products, household

		<p>linen etc. These products would be displayed for sale in the stalls to be put up in college grounds. The teaching staff will arrange for various sponsorships from Govt./private organizations to cut cost and expenditure of college funds. The festival would be given wide publicity in tricity colleges, Universities, common public places through posters and personal invitation. The availability of Education Secretary and director Higher Education would be seen so that they can be called as Chief Guest and Guest of Honour.</p> <p>2. Fashion Show: An annual fashion Show –Aakriti is fixed to be held on March 29,2019 on the theme “Khadi For Nation ,hadi For Fashion” in Tagore theatre under the aegis of department of cultural affairs, Chandigarh Administration. It is decided that publicity needs to be done in a big way so as to attract attention and crowd from the tricity. The event organizers should seek sponsorships in the form of makeup services, dresses , prizes, refreshments as well as money so as to support same the huge expenditure involved in organizing this gala event. The cultural incharge will coordinate with the Director, Cultural affairs, chd Administration, for dress rehearsals and money grant to ensure flawless show.</p> <p>3. Annual convocation and prize distribution function is fixed to be held on April 17, 2019. To make the event short and crisp, It is decided that all the Graduates and post graduate students would be conferred degrees from the Chief Guest whereas prize distribution would be done by Principal, Govt. Home science College, Chandigarh.</p>
3.	Scheduling Mid Term Examination	<ul style="list-style-type: none"> The midterm examinations will be held from March 11 to March 16, 2019 for all classes. The practical examinations will be taken by the subject teachers after the theory exams in their practical classes.
4.	Reviewing Construction, repairing/maintenance works of hostel and college	<ul style="list-style-type: none"> The nodal officer and the care taker to review the maintenance/ repairs of the college building and hostel and convey the same to Director Higher Education.
5.	News letter Publication	<ul style="list-style-type: none"> College Newsletter depicting the progress of the session 2018-19 will be prepared and released during the Annual Convocation day by the chief guest.
6.	Reviewing NIRF Data	<ul style="list-style-type: none"> The NIRF data submitted to MHRD Ministry will be checked from time to time as per the directions and requisitions of the NIRF.


IQAC Incharge


Principal