



Office of the Internal Quality Assurance Cell

Govt. College, Alewa (Jind)-126111

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Ref. No.: IQAC/2025-26/12

Date: 20.11.25

Proceedings of the Meeting

A Meeting of the Internal Quality Assurance Cell (IQAC) was held on 8th November 2025 at 12:00 PM in the Principal's Office.

The Following were Present:

1. Sh. Munish Kumar, Principal.....in the chair
2. Sh. Gorav Bansal, Coordinator
3. Dr. Amardeep, Member
4. Sh. Chand Ram, Member
5. Dr. Manjeet, Member
6. Ms. Seema Kashyap, Member
7. Dr. Sonu, Member
8. Dr. Pardeep, Member
9. Sh. Parveen, Member
10. Dr. Neelam, Member
11. Smt. Vaishali, Member
12. Sh. Dinesh, Member
13. Dr. Manoj Redhu, Member
14. Dr. Rahul Hooda, Member
15. Smt. Nidhi Gupta, Member (Admn. representative)
16. Mr. Keshav, Member (Admn. representative)
17. Ms. Poonam Karl, Member (Alumni representative)
18. Ms. Bharti, Member (Students representative)

At the Outset, the Chairperson welcomed all the members and the meeting commenced as per the circulated agenda. After deliberate discussion the following resolutions were resolved:



- 1045 -

1. The house reviewed and unanimously approved the tentative Academic Cum Activity Calendar of the institution for the session 2025–26.
2. The Handbook on Code of Professional Ethics and Conduct was approved unanimously by all members.
3. To strengthen the Institutional quality, the house resolved two Best Practices as under:

a. Best Practice 1: Energy & Environment Consciousness

This best practice aims to strengthen the institution's commitment toward environmental responsibility and sustainable energy use. It encourages students and staff to adopt eco-friendly habits and develop sensitivity toward environmental protection.

This best practice aligns with United Nations **SDG 07** (Affordable and Clean Energy), **SDG 11** (Sustainable Cities and Communities), **SDG 12** (Responsible Consumption and Production), and **SDG 13** (Climate Action).

Under this best practice, the institution will undertake the following initiatives:


- Organization of Tree Plantation drives
- Conducting Green Audits
- Establishment/Extension of Solar Power Plant facilities
- E-waste & Chemical Waste management initiatives
- Installation of exclusive LED lighting across the campus
- Greet the Guests with saplings/plants
- Awareness campaigns for students on energy conservation and environmental responsibility

To implement and monitor this best practice, an **Urja Chetna Club** shall be constituted with the following members:

- (i) Dr. Manjeet Singh, Electricity In-charge Convener
- (ii) Dr. Rahul Hooda, HOD, Computer Science...member
- (iii) Dr. Rajesh Kumar, In-charge, Eco Club....member
- (iv) Smt. Seema Kashyap, HOD Comp. Sci.....member
- (v) Dr. Manoj Redhu, NSS Coordinator.....member
- (vi) Dr. Sonu, I/C Prize & trophies.... Member

b. Best Practice 2: Water Conservation

This best practice aims to promote optimal utilization, preservation, and recharge of water resources within the campus and community. It emphasizes awareness, participation, and sustainable water management.

 This practice aligns with United Nations **SDG 6** (Clean Water and Sanitation), **SDG 11** (Sustainable Cities and Communities), and **SDG 13** (Climate Action).

Under this best practice, the institution will undertake the following initiatives:

- Installation and maintenance of Rainwater Harvesting Systems
- Establishment and maintenance of Sewage Treatment Plants (STPs)
- Organization of Awareness Campaigns and Rallies for students and community
- Promotion of water-saving habits across the campus

To implement and monitor this best practice, a **Jal Chetna Club** shall be constituted with the following members:

- (i) Dr. Pardeep, I/C STP, Convener
- (ii) Sh. Chand Ram, Member
- (iii) Dr. Amardeep, member
- (iv) Dr. Dinesh, member

4. The Institution will emphasize on co-curricular activities as a part of its institutional distinctiveness.
5. The Timetable and lesson plans will be displayed on the institutional website.
6. The NSS Unit shall organize all extension and outdoor activities in association with NGOs.
7. The IQAC shall organize a One-Day Interdisciplinary National Seminar, subject to prior approval from the Directorate of Higher Education, Haryana (Panchkula).
8. The IQAC shall organize a Three-Day District Level Faculty Development Programme (FDP) on Emerging Technology, Pedagogy, and the Role of AI in Smart Classrooms subject to prior approval from the Directorate of Higher Education, Haryana (Panchkula).
9. The Internal Complaints Committee (ICC) shall formulate a mechanism to address grievances and the details of the members with contact numbers will be displayed in the campus.
10. To develop confidence, communication, life skills, gender awareness, and social sensitivity among students, thereby preparing them to become responsible, employable, and empowered individuals workshops on the following themes shall be organized:
 - Personality Development
 - Women Empowerment
 - Gender Sensitization
11. To felicitate and recognise the student's achievements in various disciplines, the IQAC shall organise Annual Prize Distribution annually.
12. The Institutional website and social media accounts shall be regularly updated with all the notices, activity reports and other relevant docs.


At the end of the meeting, Sh. Gorav Bansal, Coordinator of IQAC, extended a formal vote of thanks to the Principal and all members present for their valuable contributions.



Coordinator
Internal Quality Assurance Cell
Govt. College, Alewa

Copy to:

1. All the members for information.
2. Sh. Gorav Bansal Coordinator for information & necessary action against point no. 7, 8 & 11.
3. Dr. Manjeet for information & necessary action against point no. 3(a).
4. Ms. Seema Kashyap for information & necessary action against point no. 3(a) & 10.
5. Dr. Sonu for information & necessary action against point no. 3(a) & 5.
6. Dr. Pardeep for information & necessary action against point no. 3(b) & 4.
7. Dr. Neelam for information & necessary action against point no. 4.
8. Sh. Dinesh for information & necessary action against point no. 3(b)
9. Dr. Manoj Redhu for information & necessary action against point no. 3(a) & 6.
10. Dr. Rahul Hooda for information & necessary action against point no. 3(a), 5 & 12 and to upload the minutes on college website.
11. Smt. Sunita Duggal for necessary action against point no. 9.
12. Sh. Rajesh Kumar for information & necessary action against point no. 3(a).
13. Dr. Chand Ram for information & necessary action against point no. 3(b).
14. Dr. Sunet Rani, for information & necessary action against point no. 10.
15. Dr. Amardeep for information & necessary action against point no. 3(b).


Chairperson, IQAC
-Cum-Principal
Govt. College, Alewa