## Minutes of the Meeting

Today on 03/10/2018 a meeting of the NAAC and IQAC committe of Govt. Degree College, Tral was convened in the Internal Quality Assurance Cell (IQAC) of the college under the auspices of the Convenor Dr. Mairaj Ud Din Shah. In the meeting following members were present;

- 1. Prof. Ishaq Ahmad Wani (Co-convener)
- 2. Dr. Mehrajuddin Sheikh (Member)
- 3. Prof. Aadil Rehmanan (Member
- 4. Prof Basharat Hussain Bhat (Member)
- 5. Dr. Sheikh Shueb (Member)
- 6. Mr. Arshid Amin Kar (Member)
- 7. the permanent faculty members were present. The meeting was initiated with formal welocoming of the faculty who attended the meeting.

The agenda of the meeting was to discuss the review the action take by the members of the committee and gauge the progress made this direction.

It was discusssed threadbare that a roadmap shall be devised to remove the impediments which are hampering the process of uploading LOI. The members of the committee unanimously resolved that recommemdations shall be made and suggestions thereof shall be put infront of the principal for expedite redressal so that extra mile is achieved in the direction of NAAC accreditation and assessment.

Following recommendations were made to;

- 1. Introduction of SMS Service to keep the students informed about the developments in the college.
- 2. Circulation of notices among the enrolled students to ensure their registration in the database reflecting valid cell numbers and email lds. This work shall be entrusted to Department of English for timeboung
- 3. The erstwhile guest room adjacant to the staff room shall be transformed into IQAC.
- 4. RTI cell be made vibrant and a separate corner be allotted in the
- 5. Grievance and Complaint boxes be placed at two different places in the college to ensure transparency and redressal mechanism.