



"In Pursuit of Excellence"

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Office of the Principal  
**All India Jat Heroes' Memorial College, Rohtak**  
'NAAC' Accredited B++  
AFFILIATED TO MAHARSHI DAYANAND UNIVERSITY, ROHTAK

Ref. No.:

Dated: 20-02-2020

**Minutes of IQAC Meeting**

**Agenda: Mid-session Action taken Report for 2019-20**

**Minutes of the Meeting**

A meeting of the Internal Quality Assurance Cell (IQAC) was held at 3:30 P.M. on 20-02-2020 in the office of the Principal to discuss the action taken on the perspective plan for the academic session 2019-20.

The meeting was presided over by the worthy Principal Dr. Sangeeta Dalal. Dr. Shabnum Rathee, Dr. Ramesh Dabas, Dr. Ravi Dev, Dr. Rajni, Dr. Rajbir Gulia, Dr. Dayanand Malik, Dr. Sushila Dabas, Dr. Jogender Dahiya, Dr. Surya Parkash, Dr. Meetu Bharti, Dr. Meenal Malik, Dr. Sunita, Dr. Sukhbir Singh, Dr. Vivek Dangi, and Dr. Sunil Dalal were present in the above meeting. The quorum of the meeting was fulfilled.

**Action taken Report**

- 1) The construction of 2<sup>nd</sup> floor of New Science Block is near to completion. The benches for class rooms, electric fitting, fans, writing boards etc. are being installed.
- 2) The laboratories for various departments have been assigned. The LPG gas fitting, water and electric fitting work in these labs is in progress.
- 3) New Science Block is extensively connected with high speed internet.
- 4) Room No. 436 is equipped with ICT facilities and it is ready for use as the seminar hall for the department of Chemistry.
- 5) Alumni meet was held successfully in April, 2019. The committee is supposed to provide the financial details, so that scholarships can be dispersed to the needy students timely.

**Decision taken:**

Some other important decisions made in the meeting are:

- 1) A book fair is planned in the month of March, 2020. The library staff is advised to make suitable arrangements for the same.
- 2) The annual prize distribution committee is advised to start preparation for the upcoming annual felicitation ceremony to be held in April, 2020.



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- 3) Alumni committee is also requested to make suitable arrangements, invitations and other plans for hosting Alumni meet in the month of May, 2020.
- 4) Teaching as well as non-teaching staff is directed to take precautionary measures in view of widespread corona pandemic.
- 5) Class rooms and laboratories must be sanitized properly in order to avoid any outbreak of pandemic.
- 6) IQAC advises the NSS and YRC incharges to coordinate with local medical experts to provide awareness and guide our students and faculty about this pandemic situation.
- 7) The progress of preparation of AQAR and data related to various criteria for AQAR report was discussed and reviewed.

The following members were present in the meeting.

Dr. Shabnum Rathee

*Dabas*  
Dr. Ramesh Dabas

*Ravi Dev*  
Dr. Ravi Dev

Dr. Rajni *Rajni*

Dr. Rajbir Gulia

*Dayanand Malik*  
Dr. Dayanand Malik

Dr. Sushila Dabas *Sushila*

*Jogender Dahiya*  
Dr. Jogender Dahiya

*Surya Parkash*  
Dr. Surya Parkash

Dr. Meetu Bharti *Meetu*

*Meenal Malik*  
Dr. Meenal Malik

*Sunita*  
Dr. Sunita

Dr. Sukhbir Singh

*Vivek Dangi*  
Dr. Vivek Dangi

Dr. Sunil Dalal

*Dilbag Kadian*  
Dr. Dilbag Kadian  
(Coordinator)

*Sangeeta Dalal*  
Dr. Sangeeta Dalal  
(Principal)