



No./GWCS/21/ 869

Dated: 18/08/2021

NOTICE

It is hereby notified for the information of all the members of Internal Quality Assurance Cell that a meeting is scheduled to be held on 18/08/2021 in the IQAC room. The agenda of the meeting includes:

- 1) Discussion regarding organizing Alumni Meet in the college.
- 2) Collecting structured feedback from various stake holders.
- 3) Rolling out of Mentoring Policy for students.

All the faculty members are requested to kindly make it convenient to attend the meeting.

Co-ordinator
IQAC

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Minutes of the Meeting

Meeting Date: 18.08.2021

Meeting Time: 2:00 PM

Meeting Venue: IQAC

Meeting convened by: Dr. Shazia Shafiq

Meeting Minutes Recorded by: Prof. Irfana Amin

Meeting Agenda:

- 1) Discussion regarding organizing Alumni Meet in the college.
- 2) Collecting structured feedback from various stake holders.
- 3) Rolling out of Mentoring Policy for students.

Attendees:

Dr. Shazia Shafiq (Coordinator)
Prof. Irfana Amin (Member)
Prof. Subeena Chillo (Member)
Dr. Rubina Javeed (Member)
Dr. Tariq Ahmad War (Member)
Dr. Mudassir Basu (Member)
Prof. Mohammad Rafiq (Member)
Mr. Shahmawaz Sayeed (Member)

Decisions of the meeting:

- 1) It was decided that 1st Alumni Meet of the college would be organized on 25/08/21 and Protocol Committee was informed to make necessary arrangements in this regard.
- 2) Academic Monitoring committee was requested to facilitate the process of collection of structured feedback from various stake holders.
- 3) It was decided to frame a mentoring policy for the students.

Submitted By

Prof. Irfana Amin



Approved by


Sd/

Principal

Action Taken Report

In view of the recommendations forwarded in the meeting held on 18/08/2021 following steps were taken:

- 1) Alumni Meet was held on 25/08/2021.
- 2) Mentoring policy for the college was rolled out on 22/09/21.
- 3) Steps were taken for devising Feedback process.


Coordinator IQAC
24/09/21

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