



Dated: 20-03-21

## 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 22/03/2021 in the IQAC room. The agenda of the meeting includes:

- 1) Verifying the PBAS -API forms submitted by the faculty.
- 2) In view of transfers induction of new members into IQAC.

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

**Co-ordinator**  
**IQAC**  
**20/03/2021**

## **Internal Quality Assurance Cell Minutes of the Meeting**

**Meeting Date:** 22.03.2021  
**Meeting Time:** 2:00 PM  
**Meeting Venue:** IQAC

**Meeting chaired by:** Prof. Irfana Amin  
**Meeting convened by:** Prof. Irfana Amin  
**Meeting Minutes Recorded by:** Prof. Mohammad Rafiq

### **Attendees:**

Prof. Irfana Amin (Coordinator)  
Prof. Subeena Chillo (Member)  
Dr. Tasleema Bano (Member)  
Dr. Rubina Javeed (Member)  
Dr. Mudasir Basu (Member)  
Prof. Mohammad Rafiq (Member)  
Mr. Shahnawaz Sayeed (Member)

### **Meeting Agenda:**

- 1) Verifying the PBAS –API forms submitted by the faculty.
- 2) In view of transfers induction of new members into IQAC.

### **Decisions of the meeting:**

1. It was decided that all the cases submitted by the faculty would be verified in accordance with SRO 124 of J and K Higher Education Department issued on 21-04-2014 in a fixed time frame. It was decided that verification process of API forms should not exceed 15 days under normal conditions.
2. Dr. Shazia Shafiq and Dr. Tariq Ahmad War were inducted into the IQAC and NAAC Steering Committee.

  
Submitted by

**Prof. Mohammad Rafiq**



Approved by

Sd/

**Principal**



No./GWCS/21/ Nil

Dated: 13-04-2021

### **Action Taken Report:**

In view of the recommendations forwarded in the meeting held on 22/03/2021 at 2:00 PM in the IQAC following steps were taken:

- 1) API forms submitted by faculty members were verified by IQAC team and forwarded to the Higher Education Department of J& K for further process.
- 2) Dr. Shazia Shafiq and Dr. Tariq Ahmad War were inducted into the IQAC and NAAC Steering Committee.

**Coordinator IQAC**