






Office of the IQAC Co-Ordinator GDC Surankote

MINUTES OF MEETING

HELD ON 27 FEBRUARY, 2018 AT 1.00 P.M

A meeting was convened by Prof. Wajahat Hussain, Co-Ordinator IQAC, in his office of IQAC on 27th of February, 2018 at 1.00 p.m to discuss the Agenda items.

Attendees: The following members attended the meeting.

S.No	Name of the Staff Member	Signature
1.	Dr. Abdul Razaq	
2.	Dr. MussaratJabeen	
3.	Dr. Pervaiz Hussain	
4.	Mr. Khaleeq Ahmed	
5.	Mr. Naseer Ahmed	

Absentees: The following member(s) could not attend the meeting due to his/her/their pre-occupation and prior commitment/ non-availability on account of leave.

S.No	Name of the Staff Member
1	Dr.Mahmood Ahmed, Assistant Professor of Urdu

1. **Commencement of meeting:**

The meeting was declared open by the IQAC Co-Ordinator at 1.10 p.m.

2. **Opening remarks:**

At the very outset of the meeting, the IQAC Co-Ordinator welcomed all the staff members for attending the meeting. Thereafter he briefed the agenda items of meeting as "an amount of Rs. 60.00 lakhs has been released under Capex Budget in favour of Principal Degree College, Surankote for meeting expenses on account of approved upgradation activities under the component "Infrastructure Grants of Colleges" of the CSS-RUSA. He said that this committee shall prioritise the area of upgradation for judicial use of funds".

3. **Discussions/Comments on Agenda of meeting:**

The agenda items were taken for discussion. A threadbare discussion was held among all the staff members and the following decisions were taken unanimously. Their views, comments and responses are summarized below.

4. **Minutes of the meeting:**

On the basis of the views, comments and responses of the staff members, the minutes of meeting are recorded as follows.

Agenda item No: 1. Alternate Power Source

As power cut has become a frequent phenomenon of this area. Functionality of the office must remain uninterrupted during working hours. So the members of committee recommended the purchase of Genset for making the office functional during power cut.

Agenda item No: 2. Upgradation of Laboratories

Since the institution is going to start the BSc Programme in the coming session so some **basic equipment** for laboratories should be purchased by the Science Purchase Committee.

Agenda item No: 3. Upgradation of Class Rooms





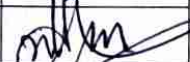
As the college campus is newly constructed, there is no seating facility for students in the classrooms. So the committee members recommended the installation of “**Customised Fixed Desks**” in classrooms.

1. Recommendations and confirmations of minutes of meeting :

Dr. Abdul Razaq read the minutes of the meeting and passed on these minutes to the staff members for their further comments, if any. No further comments were received.

All the staff members accepted and confirmed the minutes of the meeting and recommended these minutes of meeting for approval.






Members of IQAC Committee

S.No	Name	Designation	Signature
1	Dr. Abdul Razaq	Member	
2	Dr. MussaratJabeen	Member	
3	Dr. Pervaiz Hussain	Member	
4	Mr. Khaleeq Ahmed	Member	
5	Mr. Naseer Ahmed	Member	

2. Approval of minutes of meeting:

In pursuance to the discussions of the staff members on the agenda items and their recommendations for the approval of these minutes of the meeting held today, 27th of February, 2018, the minutes of meeting are approved as read.


3. Members of IQAC Committee

Sl.No	Name	Designation	Signature
1	Dr. Abdul Razaq	Member	
2	Dr. MussaratJabeen	Member	
3	Dr. Pervaiz Hussain	Member	
4	Mr. Khaleeq Ahmed	Member	
5	Mr. Naseer Ahmed	Member	

4. Termination of meeting:

The meeting ended at 2.30p.m with a vote of by Dr. MussaratJabeen.

The Co-Ordinator thanked all the staff members for their healthy discussion and cooperation.


Dr. Wajahat Hussain
Co-Ordinator IQAC