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NAAC ACCREDITED GRADE—B [CGPA 2.33]

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No.: GDCU/2025/IQAC/ 358

Date: 29.07.2025

MINUTES OF THE 7TH IQAC REVIEW MEETING

Time: 11:00 AM **Date: 23-07-2025** **Venue: Office Chambers of the Principal**

7th IQAC Review meeting by the Internal Quality Assurance Cell [IQAC], was held on July 23, 2025, in the office chambers of the worthy Principal, Prof. Mushtaq Ahmad Sohail. The meeting commenced with opening remarks by Mr. Basharat Hussain (HOD Economics). This was followed by a formal address by the worthy Principal, who lauded the efforts of the cell in submitting the previous AQARs.

The coordinator—IQAC, Mr. Ummar Muhammad expressed special gratitude to the worthy Principal and all the members for their cooperation in conducting various quality related events and activities for the Academic Year 2024-25.

The final meeting of the Academic Year 2024-25 was held for

- Review of Criterion-Wise preparedness,
- Assessment of Pending Tasks, Events & Activities,
- Review of necessary Documentation & Supporting Evidence and
- Final Timeline and Action Plan for AQAR 2024-25 Completion

CRITERION I: CURRICULAR ASPECTS

1. Student Feedback System:

Feedback shall be collected in due course of time & the Admission Committee shall facilitate the feedback collection particularly from the outgoing batch.

2. Data Collection from Academic Arrangement Faculty:

The establishment section shall collect the following details from the Academic Arrangement Faculty before 31.07.2025.

PAN, Aadhaar ID, Contact, Email ID, Qualification, Experience, Subject

3. Departmental Meetings and Data Compilation:

All the departments are required to compile minutes of departmental meetings and relevant academic data.

4. Board of Studies Representation:

Follow-up with the University of Kashmir for the inclusion of faculty members from the college in the respective Boards of Studies and other such bodies.

CRITERION II: TEACHING-LEARNING AND EVALUATION

1. Student Satisfaction Survey (SSS):

Survey shall be conducted for the Batch—2022, 2023 & 2024 must be collected in due course of time & the Admission Committee shall facilitate the survey particularly from the outgoing batch.

2. Transport Facility for Educational Tours:

For the effective organization of educational tours, convener Transport shall take necessary measures to operationalize the college bus.

3. Remedial Classes:

All department Heads to submit record about remedial classes for academically weaker students and shortage cases to the coordinator.

4. Publication of College Newsletter:

The concerned committee is informed to provide a soft copy of the Newsletter to the In-charge Website & social media for publishing it on the college website to maintain record of the academic, co-curricular, and extension activities of the institution.

CRITERION III: RESEARCH, INNOVATIONS AND EXTENSION

1. Enhancement of Extension Activities:

Documentation of the recently signed MoUs by various departments of the college and extension activities to strengthen community engagement and outreach, shall be submitted to the coordinator.

2. Organization of Extension Lectures:

Documentation of extension lectures by subject experts and professionals to enrich the learning environment shall be submitted to the coordinator.



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3. Workshop on Website Management:

The Department of Political Science shall organize a workshop on Institutional Code of Conduct for faculty members to increase awareness about Do, s and Don'ts of the institution.

4. Faculty Participation and Publication:

Documents about faculty participation and publications by the faculty shall be prepared.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

1. Development of Sports Infrastructure:

The establishment of a **Gymnasium Centre** and a **Yoga Centre** was proposed to enhance health and wellness facilities for students and staff.

2. Drinking Water Facilities:

Intallation/Maintenance of Water filtration units at strategic locations across the campus to ensure the availability of safe drinking water.

3. Financial Audits:

Environmental Audit shall be conducted by the HoD EVS.

4. Landscape Development and Botanical Garden Maintenance:

- { The **Landscape Committee Convener** will prepare a detailed plan for the proper maintenance of the botanical garden, which includes regular watering and de-weeding.
- { Additional **color-coded dustbins** shall be installed to promote proper waste segregation and environmental cleanliness.

5. Internet Connectivity:

Internet connection has been extended to **Block B | IQAC Office**, to facilitate smooth functioning and data handling.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

1. Compilation of Scholarship and Financial Aid Data:

All relevant information regarding scholarships and financial assistance availed by students, including **Red Cross Assistance**, shall be compiled and documented systematically.

2. Labor Assistance Forms:

Compile the necessary information about Labor Assistance scheme availed by the students during the current session.

3. Tracking Student Progression to Higher Education:

Formal letters shall be sent to the **University of Kashmir, IUST, Central University Kashmir, Jammu University, SMVDU, CU Jammu and IGNOU** requesting data to prepare a comprehensive list of student progression to higher education institutions; at an earliest.

4. Student Participation in Committees:

Students shall be included in various **college-level committees** to encourage participatory governance and student engagement.

5. Formation of Student Councils:

6. Grievance Redressal Mechanism:

Compile the data regarding the conduct of activities.

Notice shall be issued for the formation of **Students' Council** to ensure representation and leadership development among the student body.

8. Awareness Programs:

Record of awareness programs on **sexual harassment prevention** and **anti-ragging** shall be prepared.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

1. Collect record of financial assistance provided to faculty for attending FDPs from the Establishment Section and compile it as per the required format.

2. A Professional Development Program on Professional Ethics & Code of Conduct to be organized.

3. Compile record of FDPs attended by the faculty shall to be collected.

4. Documentation regarding introduction of new course by the Academic Excellence/Admission



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5. Faculty to upload/host PPTs on selected topics on the website: <https://gdcuttersoo.ac.in>
6. Record of CIA: Tutorials, Student Presentations, Assignments ...
7. Regular meeting of IQAC shall be made available on the college website at <https://gdcuttersoo.ac.in/Main/ViewPage.aspx?Page=IQAC-Meetings>
8. Feedback about functioning of IQAC shall be made available on the college website.

CRITERION VII: INSTITUTIONAL VALUES AND BEST PRACTICES

Promotion of Gender Equality:

- ┆ Documentation of the programs/events/debates/seminars
 - a. Women's Day celebration
 - b. Conducted by the CASH Committee
 - c. Held related to POCSO
 - d. Communal Harmony
 - e. Cultural Programs
 - f. Professional Ethics/Code of Conduct
 - g. Inclusive Curriculum
- ┆ Girls' Common Room & Girls Washrooms in Administrative Block
- ┆ CCTV Surveillance & separate parks for Women in the campus for Women Safety
- Color-Coded Dustbins: Smaller ones for inside and bigger ones for outside
- Rainwater Harvesting
- Seasonal Irrigation

Plan of Action for the Next Year:

- a. **Student Exchange Initiatives:** Compile the data of student exchange programs with organizations that have existing Memoranda of Understanding (MoUs) with the college, such as the Department of Agriculture, Sericulture Department, and the Islamic University of Science and Technology (IUST) Awantipora.
- b. **Extension of MoU with IUST:** A formal letter is to be sent to the Islamic University of Science and Technology (IUST) requesting an extension of the existing Memorandum of Understanding (MoU) to continue collaborative academic and research activities.
- c. **International Conference:** The college aims to organize an International Conference to provide a platform for academic discourse and collaboration on a global scale.
- d. **Construction of New Classroom Blocks:** In view of the limited number of classrooms currently available, it was decided that the proposal for the construction of additional classroom blocks be initiated to accommodate the growing student strength.
- e. **Library Automation:** The current status of library automation will be reviewed, and necessary steps will be taken to achieve complete automation of the college library.
- f. Both **internal and external financial audits** shall be conducted as per norms to ensure financial transparency and accountability.
- g. **Tree guards** are to be provided for the saplings planted during recent plantation drives to ensure their protection and growth.
- h. **Filling and leveling** of lawns and open areas will be undertaken to improve the aesthetic appeal of the campus.

The meeting was concluded with a formal vote of thanks by Dr. Mohd Ashraf, HoD Urdu.
 Minutes submitted by Mr. Rouoof Habib, Assistant Professor—Environmental Science.

Dr. Sabzar Ahmad

Dr. Showkat Hussain

Dr. Tariq Bashir

Mr. Basharat Hussain

Mr. Rouoof Habib

Dr. Aabid Yousuf

Dr. Mohd Ashraf



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