

*MOM*  
**MEETING MINUTES OF STAFF COUNCIL / IQAC**

**Month/Date/Day/Year:** February 14, Tuesday, 2022 **Time:** 11 am  
**Venue:** New Conference Hall, Govt. Degree College, Baramulla  
**Chairperson:** Prof. Shagufta Nasreen, In-charge Principal, GDC, Baramulla  
**Co-ordinator (IQAC)** Prof. A. M. Chalkoo, Department of Botany  
**Rapporteur:** Dr. Kaiser Ahmad Dar, Asstt. Prof. Department of Psychology

**Prof. Shagufta Nasreen** In-charge Principal/Chairperson, Government Degree College, Baramulla called a meeting of the Staff Council and Internal Quality Assurance Cell (Cell) on February 14, 2022 in view of reopening of the college following winter vacations and Govt. Order No. 15-JK (DMRRR) of 2022; Dated: 13/02.2022.

**Prof. A. M. Chalkoo** welcomed the members of Staff Council and announced the agenda of the meeting. The following points constituting the agenda of the meeting were threadbare discussed and subsequently resolved:

- First, it was decided that offline classwork shall commence from February 15, 2022 for two semesters— second and third (2021 & 2020) batches as per the existing timetable (three days for each semester) with the directions to follow COVID Appropriate Behavior (CAB) in letter and spirit. Further, Academic Monitoring Committee under the Convenorship of Prof. Syed Rehmat Shah shall submit the report to the chair on daily basis.
- Second, to ensure discipline of all sorts in the campus, Prof. Zubair Ahmad Thoker, Convenor, College Discipline Committee was asked to prepare a comprehensive/detailed flowchart and utilize the available resources to eventuate the order and discipline as per the established practice of the institution.
- Third, it was impressed on the supervisory staff engaged for conduct of on-going UG 4<sup>th</sup> semester (batch 2019) examination to ensure their full support and cooperation for its smooth conduct.

**Closing remarks:**

**Prof. Shagufta Nasreen** was pleased with the positive and productive developments that emerged out of this meeting and Prof. A. M. Chalkoo thanked all the members present in the meeting. There being no further business to come before the meeting, the meeting was adjourned at 01 pm.

"Members of the Staff Council were asked to continue with the urgent implementation of the resolutions pleaded and passed in the meeting".

**Attendees included:**

S. No.	Name	Position	Signature
1.	Dr. A. R. Malik	Head, Department of Botany	
2.	Prof. A. M. Chalkoo	Secretary, Staff Council & Convener, IQAC	
3.	Prof. Syed Rehmat Shah	Head, Department of Zoology	
4.	Prof. Mohd Aslam Bhat	Department of Botany	
5.	Prof. Naseer Ahmad Geelani	Head, Department of Mathematics	
6.	Prof. Nuzhat Rehman	Head, Department of Chemistry	
7.	Dr. Navshad Ahmad Wani	Head, Department of Psychology	
8.	Prof. Arshad Ahmad Yatoo	Head, Department of Computer Applications	
9.	Prof. Shakeel Ahmad Najar	Department of Computer Applications	
10.	Dr. Kaiser Ahmad Dar	Department of Psychology	
11.	Dr. Naseer Ahmad Lone	Department of Computer Applications	
12.	Prof. Tahir Habib Ganai	Department of English	
13.	Prof. Mudasir Ahmad	Department of English	
14.	Prof. Zubair Ahmad Thoker	Head, Department of History	
15.	Prof. Tanveer Ahmad Lone	Department of Computer Applications	
16.	Prof. Mohamad Altaf Dar	Head, Department of Commerce	
17.	Dr. Sheeraz Ahmad Tantray	Head, Department of BBA	
18.	Dr. Mushtaq Ahmad Tantray	Department of Chemistry	
19.	Dr. Mushtaq Ahmad Lone	Department of Chemistry	
20.	Dr. Mohammad Yaqoob Lone	Department of Zoology	
21.	Dr. Mohammad Sideeq	Department of Chemistry	
22.	Lt. (Dr.) Tanveer Ahmad Bhat	PTI	

Respectfully submitted,

(Media Secretary)

**Kaiser Ahmad Dar (PhD)**



## IQAC

### Govt. Degree College Baramulla

#### Minutes of Meeting held on 21<sup>st</sup> Oct. 2020 in connection with celebration of Annual Day 2020.

#### Agenda. Observance of College Annual Day 2020

#### Attendees.

A meeting of IQAC was held under the chairmanship of Principal, IQAC coordinator and cultural committee in the IQAC room of the College today on 21<sup>st</sup> Oct. 2020 at 2:30PM.

1. Prof. A. M Chalkoo
2. Prof. Rehmat Shah
3. Prof. Reyaz Ahmad Rather
4. Prof. Naseer Ahmad Geelani
5. Prof. Mohammad Aslam Bhat
6. Dr. Rumaisa
7. Prof. Zaffar Shahdad
8. Dr. Navshad Ahmad Wani
9. Prof. Arshad Ahmad Yattoo
10. Prof. Nuzhat Rehman
11. Dr. Saleem Farooq
12. Prof. Abid Hurra
13. Dr. Masarat Geelani

After thread bare discussion it was resolved as under;

1. It was resolved that the college Annual Day will be celebrated on 27-10-2020 with Commissioner/Secretary Higher Education Mr. Rohilla Talat Parvez as Chief Guest.
2. All those associated with the preparations will attend the college on 24-10-2020 to 26-10-2020 despite holidays for full dress rehearsal.
3. It was resolved that Prof. Mohammad Aslam Bhat will supervise the cultural programmes for the annual day in coordination with his team. He shall screen all cultural events and will ensure no offensive word or dialogue is used by participating characters.

4. Prof. Arshad Ahmad Yattoo will supervise the hall decoration and he'll be assisted by Prof. Amira Wali and Prof. Iram Shafi.
5. Dr. Masrat Geelani will supervise the arrangement of mementoes; flex banners (2 Nos.) .Ms Shayista (A.P Sociology) shall arrange flower bouquets (4 Nos.) from Srinagar and gifts for guests.
6. Prof. Shakeel (A.P.BCA) will draft invitation card in consultation with college advisory committees and ensure all cards are despatched to the invitees. He shall be assisted by Mr.Imtiyaz Rahim,Mr.Zahoor Wathloo and College driver.
7. Stage anchoring will be done by Mr. Dawar & Ms. Sophia . Prof. Altaf will identify meritorious students to be felicitated on Annual Day.
8. Coordinator IQAC will screen the documentaries for Annual Day and Newsletter before release.
9. Prof. Nuzhat Rehamn and her protocol team will arrange and supervise the refreshment/eatables for guests, staff and students. P/H team shall ensure feasibility of space for refreshment to staff (Teaching/Non Teaching).
10. Mr. Zahoor Ahmad Wathloo will be in charge of flags.
- 11.Mr. Yousuf - Ul Umar assisted by NSS volunteers will ensure all SOPs viz availability of sanitizers, temperature guns and masks near Auditorium gate.
- 12.Dr. Tanvir (PTI) shall prepare contingent of NCC cadets and will ensure salutation and piloting of guests.
- 13.HOD Botany along with his team will display skill initiative items like Mushroom cultivation chamber, Vermicompost unit, saffron farm to chief guest.
- 14.Mtr.Iram (I/C fashion designing and cutting tailoring centre) along with trainer shall display fabric items prepared by college students during training programme.
- 15.Dr. Romaisa shall ensure operational preparedness of Fish pool.

Resolved that follow up of the meeting shall be reviewed in the next IQAC meeting.

Meeting ended with a vote of thanks to the chair

**IQAC Coordinator**

**IQAC Minutes of Meeting (MOM) held on 21<sup>st</sup> Jan.2022 under Chairmanship of Principal Prof. (Dr.) Mushtaq Ahmad Lone.**



**A. Agenda.**

1. Status of surveillance cameras, smooth functioning of JIO net and arrangement of power back up.
2. Status of Preparedness by Admission Committee with regard to plan of action for ensuing admissions in view of implementation of NEP-2020, Admission Brochure 2022 etc.
3. Status of Purchases through GeM like Furniture for establishment of browsing centre/Computer Lab. for BBA/B.Com., in upcoming new block.
4. Status of Green House.
5. Furniture/Museum items for IT/Anthropology, Botany, Zoology.
6. Status of IQAC initiatives/working.

*[Signature]*  
**COORDINATOR IQAC**  
 Govt. College Baramulla

7. Landscaping activities, up gradation work in Mushroom chamber, working of Local fund employees.
8. Status of News Letter Glimpses (July-Dec.2021)
9. Status of scholarship
10. Participation of NCC contingent in RD -2022 Parade, observance of RD event in college.
11. AOB

**B. Attendees.**

(List Enclosed)

**C. Action taken report (ATR).**

At the outset Chairman/Principal expressed satisfaction about the progress of work undertaken by different committee members in the light of work assigned during winter retention. After thread bare discussions following decisions were taken.

1. Convenor Purchase committee and In charge surveillance were advised to speed up process of installation of remaining CCTV cameras and NVRs and ensure control room of Networking centre has power backup installed immediately.
2. Convenor Admission Committee was advised to submit draft copy of Admission brochure to IQAC for preview before finalization for printing.
3. Rs 5 Lacs was earmarked for Dept. of Psychology out of CAPEX component Augmentation of Academic departments. Rs 11 Lacs were earmarked for establishment of Central Research lab. It was decided that Central Research laboratory be housed in ground floor of canteen block as and when sports department is shifted to upcoming Indoor stadium.
4. Furniture items be prioritised for installation in following departments like Anthropology, Zoology, Botany, Landscaping, and IT.

↓  
*ecce*  
 COORDINATOR IQAC  
 Govt. College Baramulla

5. About other committees like IQAC, Newsletter, Scholarship, participation of NCC contingent in RD-2022 parade, the progress was also reviewed.
6. IQAC has also submitted AQAR for the year 2019-2020 to NAAC Bangalore with endorsement .The work on AQAR 2020-2021 is on. The IQAC committee also prepared Strategic Plan for NEP 2020 implementation and same has been forwarded to affiliating University.
7. The Principal was also informed that work on Mushroom chamber is in progress. The college carpenter has also requested for outsourcing of additional carpenter on muster Roll basis as he does not have required carpentry tools. The local fund employees as have been retained during winter are also doing assigned job under supervision of committee designated.

The meeting ended with Vote of Thanks to the chair.

Submitted for endorsement.

*Mousa Saathully*  
 Coordinator IQAC  
**COORDINATOR IQAC**  
 Govt. College Baramulla


*M. Saathully*  
*21/01/2022*

RSUB/MM/2021-22/2056  
 22-01-2022



Agenda of IQAC Meeting scheduled to be held on 21<sup>st</sup> Jan.2022

1. Status of surveillance cameras, smooth functioning of JIO net and arrangement of power back up.
2. Status of Preparedness by Admission Committee with regard to plan of action for ensuing admissions in view of implementation of NEP- 2020, Admission Brochure 2022 etc.
3. Status of Purchases through GeM like Furniture for establishment of browsing centre/Computer Lab. for BBA/B.Com., in upcoming new block.
4. Status of Green House.
5. Furniture/Museum items for IT/Anthropology, Botany, Zoology.
6. Status of IQAC initiatives/working.
7. Landscaping activities, up gradation work in Mushroom chamber, working of Local fund employees.
8. Status of News Letter Glimpses (July-Dec.2021)
9. Status of scholarship
10. Participation of NCC contingent in RD -2022 Parade, observance of RD event in college.
11. AOB

  
COORDINATOR IQAC  
Govt. College Baramulla

Minutes of Meeting (MOM) held under Chairmanship of Worthy Principal Prof.  
(Dr.) M.A.Lone as on 13<sup>th</sup> January 2022

*ECB/MM/22/2021*  
13-01-2022

Agenda.

1. Construction of Multipurpose Sports Hall/Mini stadium out of CAPEX budget.
2. Installation of Green House in the Botanical Garden.
3. AOB

Attendees.

(List Enclosed)

Action Taken Report (ATR)

After thread bare discussion following decisions were unanimously taken.

1. The executing agencies like M/S SCICOP and JK PWD/R and B were requested through communication with regard to providing of DPR/Cost estimate for construction of Multipurpose Sports Hall/Mini Stadium. But only one agency M/S SCICOP provided the DPR/Cost estimate within time frame. Subsequently two more communications were shot to Executive Engineer Baramulla with request to provide same. Despite repeated reminders R and B Baramulla failed to submit DPR/Cost estimate as on date. It was once again resolved that one more fresh reminder be sent to Govt. agency R and B/PWD Baramulla for providing of DPR/Cost estimate.
2. It was also resolved that dept. of Botany shall submit proposal with specification for installation of State of the Art Green House. The item be procured through GeM portal.

The meeting concluded with Vote Of Thanks to Chair and with a request for grant of approval for action taken.

Thanks

Yours faithfully

Coordinator IQAC/Development Committee  
**COORDINATOR IQAC**  
Govt. College Baramulla

*Minutes of Meeting*  
*Accepted*  
*Approved*  
  
13/01/2022

OFFICE OF THE PRINCIPAL, GOVERNMENT DEGREE COLLEGE BARAMULLA

List of Teaching Staff retained during winter vacation 2021-22

Dated: 13/01/2022

S.No.	Name	Designation	Signature	
			Arrival	Departure
1	Dr. Abdul Rashid Malik	Associate Professor Botany		
2	Mr. Abdul Majid Chalkoo	Associate Professor Botany		
3	Mr. Rakhmat Shah	Associate Professor Zoology		
4	Mr. Mohd. Aslam Bhat	Associate Professor Botany		
5	Mr. Naseer Ahmad Geelani	Associate Professor Mathematics		
6	Dr. Navshad Ahmad Wani	Asstt. Professor Psychology		
7	Ms. Nuzhat Rehman	Asstt. Professor Chemistry		
8	Mr. Arshad Ahmad Yattoo	Asstt. Professor Computer App.		
9	Mr. Shakeel Ahmad Najar	Asstt. Professor Computer App.		
10	Mr. Tahir Habib Ganai	Asstt. Professor English		
11	Mr. Mudasir Ahmad	Asstt. Professor English		
12	Mr. Zubair Ahmad Thoker	Asstt. Professor History		
13	Dr. Kaiser Ahmad Dar	Asstt. Professor Psychology		
14	Mr. Tanveer Ahmad Lone	Asstt. Professor Computer App.		
15	Dr. Naseer Ahmad Lone	Asstt. Professor Computer App.		
16	Mr. Mohammad Altaf Dar	Asstt. Professor Commerce		
17	Dr. Sheeraz Ahmad Tantray	Asstt. Professor BBA		
18	Dr. Saleem Farooq	Asstt. Professor Chemistry		
19	Dr. Mushtaq Ahmad Tantray	Asstt. Professor Chemistry		
20	Dr. Mushtaq Ahmad Lone	Asstt. Professor Chemistry		
21	Dr. Mohd. Sidique	Asstt. Professor Chemistry		
22	Mr. Adil Ahmad	Librarian		

COORDINATOR IQAO  
Govt. College Baramulla

Principal

IQAC Minutes of Meeting (MOM) held under the chairmanship of Principal Prof.(Dr.) Mushtaq Ahmad Lone on 7<sup>th</sup> October 2021 in Conference Hall.

GCB/IQAC/Meeting/2021-22/1171  
Dtd:- 08-10-2021

Agenda.

1. Procurement of class room and lab. furniture for B.Com and BBA in view of relocating and shifting of class rooms and departments to newly constructed building (Admission block)
2. Establishment of separate Bioinformatics department/laboratory out of CAPEX budget component.
3. Preparation with regard to forthcoming visit of Autonomous team visit scheduled from 18<sup>th</sup>-19<sup>th</sup> Oct.2021.
4. AICTE affiliation for BCA/MCA
5. Introduction of PG programme in Botany, Zoology, Chemistry and Honours programme in English.


Attendees.

1. All HODs/Coordinators.
2. Purchase Committee
3. IQAC Team
4. SO/Accountant.

Discussion and Action Taken Report (ATR).

After thread bare discussion following decisions were taken;

1. HOD Commerce and BBA shall occupy 6 class rooms in newly constructed building (Admission Block). They will submit list of 5 class room furniture items with specifications/make and quantity to Purchase committee within 5 days. The class room furniture already in B.Com department will be shifted and adjusted in the new building as and when the building is handed over to college by R and B (PWD) department.
2. The HODs and coordinators of departments like Food science/Anthropology/Dairy technology and clinical biochemistry shall also submit requirement list of furniture items with specification and quantity.
3. IGNOU/MANOOU stationery/office rooms be shifted to former Admission section.
4. Bioinformatics department/lab. be established in erstwhile IGNOU/MANOOU stationery/office rooms.
5. R and B(PWD) Baramulla be approached for submission of DPR/cost estimate for up gradation of said room by way of floor tiling, fixing of computer tables, white wash etc. The financial requirement be met out of CAPEX budget component Lab/Library up gradation, for which amount of Rs.5 lacs. has been earmarked. Coordinator Prof.



Ishtiyaq will submit requirement list of equipments/items with specifications and quantity to CPC.

- 6. HOD BCA/MCA shall engage all its faculty members in submission of draft proposal for grant of affiliation with AICTE. The concerned faculty members shall put in their best efforts and support to HOD in finalization of draft proposal in a designated format.
- 7. HOD Botany was once again requested to submit draft proposal for introduction of PG Botany Programme. Department of Chemistry and Zoology and English (Honours) have already submitted same to IQAC.

The meeting ended with VoT by chair.

Coordinator IQAC

**COORDINATOR IQAC**  
Govt. College Baramulla

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- 11. Nuzhat Rehman.
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- 17.

Approved

08/10/2021  
**Principal**  
Govt. Degree College  
Baramulla

**OFFICE OF THE PRINCIPAL, GOVERNMENT DEGREE COLLEGE BARAMULLA**  
**List of Teaching Staff as per seniority**

No.	Name	Designation	Signature
1	Ms. Shagauftha Nasreen	Associate Professor Islamic Studies	
2	Mr. Abdul Rashid Malik	Associate Professor Botany	
3	Mr. Abdul Majid Chalkoo	Associate Professor Botany	
4	Mr. Rakhmat Shah	Associate Professor Zoology	
5	Mr. Mohd. Aslam Bhat	Associate Professor Botany	
6	Mr. Naseer Ahmad Geelani	Associate Professor Mathematics	
7	Mr. Riyaz Ahmad Rather	Associate Professor Physics	
8	Dr. Romisa Gul	Associate Professor IFF	
9	Dr. Navshad Ahmad Wani	Asstt. Professor Psychology	
10	Mr. Ajmer Singh	Asstt. Professor IFF	
11	Ms. Nuzhat Rehman	Asstt. Professor Chemistry	
12	Mr. Arshad Ahmad Yatoo	Asstt. Professor Computer App.	
13	Mr. Shakeel Ahmad Najar	Asstt. Professor Computer App.	
14	Mr. Arshad Irshad	Asstt. Professor English	
15	Ms. Tabish Majid	Asstt. Professor English	
16	Mr. Tahir Habib Ganai	Asstt. Professor English	
17	Mr. Mudasir Ahmad	Asstt. Professor English	
18	Dr. Muzamil Ahmad	Asstt. Professor Physics	
19	Mr. Zubair Ahmad Thoker	Asstt. Professor History	
20	Dr. Kaiser Ahmad Dar	Asstt. Professor Psychology	
21	Dr. Kainat	Asstt. Professor Philosophy	
22	Mr. Tanveer Ahmad Lone	Asstt. Professor Computer App.	
23	Dr. Naseer Ahmad Lone	Asstt. Professor Computer App.	
24	Mr. Ubaid Sharif Makhdoomi	Asstt. Professor Biotechnology	
25	Mr. Ishtiyahq Ahmad Sheikh	Asstt. Professor Biotechnology	
26	Mr. Mohammad Altaf Dar	Asstt. Professor Commerce	
27	Dr. Sheeraz Ahmad Tantray	Asstt. Professor BBA	
28	Dr. Syed Masarat Geelani	Asstt. Professor Urdu	
29	Dr. Saleem Farooq	Asstt. Professor Chemistry	
30	Dr. Mushtaq Ahmad Tantray	Asstt. Professor Chemistry	
31	Dr. Mushtaq Ahmad Lone	Asstt. Professor Chemistry	
32	Mr. Mohd. Sidique	Asstt. Professor Chemistry	
33	Mr. Rayees Ahmad Dar	Asstt. professor Statistics	
34	Mr. Abid Rashid Hurra	Asstt. Professor Zoology	
35	Dr. Irshad Ahmad Bhat	Asstt. Professor Physics	
36	Ms. Shahista Qayum	Asstt. Professor Sociology	
37	Mr. Riyaz Ahmad Wani	Asstt. Professor Political Science	
38	Dr. Danish Nabi Gadda	Asstt. Professor Media Studies	
39	Ms. Iram Shafi	Asstt. Professor IT	
40	Dr. Mohammad Yaqoob	Asstt. Professor Zoology	
41	Dr. Baljeet Singh	Asstt. Professor Anthropology	
42	Ms. Amira Wali	Asst Professor Social Work	
43	Ms. Shahzadi Wafia Naw Bahar	Asstt. Professor EVS	
44	Ms. Ruksana Akhter	Asstt. Professor Clinical Biochemistry	
45	Ms. Tahseena Jan	Assistant Professor Education	
46	Mr. Adil Ahmad	Librarian	
47	Dr. Tanveer Ahmad Bhat	PTI	
48			
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Principal

OFFICE OF THE PRINCIPAL, GOVT. DEGREE COLLEGE BARAMULLA

(Re-Accredited by NAAC Grade 'A'  
College with Potential for Excellence (CPE) Status

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NOTICE

No. GCB/N-3/2021-22/1150

Dated: 07-10-2021

As part of IQAC initiative an important meeting of all HODs/Coordinators is scheduled for today i.e. 7<sup>th</sup> of October, 2021 at 2:00 p.m in the Conference Hall of the college. The agenda of the meeting is detailed below:

Agenda

1. Procurement of furniture for new classrooms/departments out of Capex Budget
2. Establishment of Bioinformatics Department/Lab in the proximity of Browsing Centre (Presently under occupation of IGNOU/MANUU) out of Capex Budget component Augmentation of Academic Departments.
3. Forthcoming Autonomous Team Visit scheduled on 18<sup>th</sup> & 19<sup>th</sup> October, 2021- Preparation of all departments thereof.
4. AICTE affiliation for BCA/MCA

Attendees

S. PG Courses (Chemistry; Botany; Zoology) / Honours Courses (G. Engg.)

1. All HODs/Coordinators
2. Purchase Committee
3. IQAC Team
4. SO/Accountant

Principal,  
Govt. Degree College Baramulla

Copy to the:

1. Coordinator IQAC of the college for information.
2. Circulation among all HODs/Coordinators of the college for information.
3. Convener Purchase Committee of the college for information.
4. Concerned file.

5 + 10 already.  
6 BCS/BBA  
2 Adm.

Meeting

1. Sanctioned 40 lacs; Adm block → Commerce/BBA → priority.  
Furniture throughs GetH.  
Food Se / clinical branch / Anthropology / Dairy tech. / Bioinformatics
2. IGNOU — shifted to old Adm. bldg. IGNOU
3. All depts. be updated & ready
4. (Lab. upgrade. Component — 5 lacs for Bioinformatics) → Reg. to submit


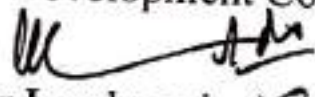
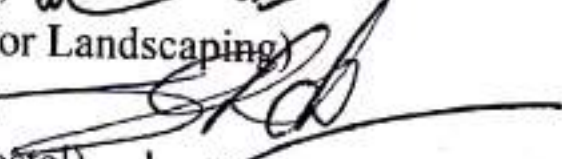

Mr. Ishlyy.

**Minutes of Meeting (MOM) held under chairmanship of Principal Prof.(Dr.) Mushtaq Ahmad Lone held on 2<sup>nd</sup> August 2021.**

**Agenda.**

- ✓ 1. Repair and Renovation of wooden tables in Reading Room, Reference section and Career Counselling Room of Central Library.
- ✓ 2. Repair and Renovation of faculty Room of PG Maths.
- ✓ 3. Installation of curtain Rods in Media department.
- ✓ 4. Repair of ACs in various academic departments of college.
- ✓ 5. Repair and renovation of electrification work in some academic departments through outsourcing of expert electrician who would assist college electrician in view of urgency due to forth coming NAAC Peer Team Visit.
- ✓ 6. Additional work of Landscaping in front lawns of BCA Block and Boys Hostel through hiring of JCB Machine and load carrier for lifting earth filling material from college ground to Boys Hostel.
- ✓ 7. Installation of Wall mount Railing for Disabled students (PwD).

**Attendees.**

1. Prof.A.M.Chalkoo (Convenor Development Committee/IQAC) 
2. Prof.N.Geelani (HOD Maths) 
3. Prof.M.Asam Bhat (Convenor Landscaping)
- 4. Prof.R.Shah (HOD Zoology) 
5. Prof.Sheeraz (Supdt.Boys Hostel)
6. HOD Computer Applications. 
7. Prof.Shakeel (Convenor Purchase Committee)
8. Mr.Adeel (Librarian)
9. Mr.Mushtaq Ahmad (College S/Keeper)

**Action Taken Report (ATR)**

After thread baring discussion following decisions were taken.

- ✓ 1. The office shall float dasti quotations and shall invite quotations from vendors/firms who will undertake repair and renovation work in wooden tables of central library by way of providing and fixing of sun mica and carpentry work. The committee will negotiate rates with L1 firm and will set terms and conditions with firm.
- ✓ 2. In view of urgency arising out of NAAC and Autonomous team visit of UGC New Delhi scheduled on 15<sup>th</sup> and 16<sup>th</sup> Sept, 2021, the committee of senior staff members shall carry out market survey for installation of PVC wall panelling/ceiling in the faculty Room of PG Maths. The committee will draft comparative of rate quotations and will identify L1 firm.





- ✓ 3. The committee will outsource expert electrician and AC mechanic who will undertake electrification work and will assist college electrician. The mechanic will repair all ACs already installed in academic departments.
- ✓ 4. The committee will outsource JCB Machine and Load carrier for undertaking landscaping work in Boys Hostel and BCA block. The landscaping work includes earth filling, levelling and digging of deep drain in main playground. Pertinent to mention that previous work of landscaping was carried out by way of hiring JCB and load carrier through Govt. MED but the balance work of earth filling/levelling at some more places needs to be undertaken through hiring of JCB/Load carrier on market survey basis in view of urgency due to NAAC Peer Team Visit. The committee still approached Govt. MED but their machinery was already engaged in macademisation of roads work.
- ✓ 5. It was also resolved that recommendations of convenor Equal Opportunity Cell committee Prof. Reyaz Ahmad (HOD Pol.Science) be endorsed which highlights installation of Wall mount Railing system in the main building of college preferably for students with some disability.

✓ It was also resolved that above listed developmental works be carried out on fast track basis in view of the fact that NAAC Peer Team visit is scheduled on 15<sup>th</sup> and 16<sup>th</sup> Sept. 2021 and Autonomous visit is likely to take place in last week of September 2021.

It was unanimously resolved that MOM be submitted to worthy Principal with request that action taken may kindly be endorsed and confirmed and permission for execution of above works through above committee be accorded.

Thanks

Yours Faithfully

Team IQAC

*Lead*  
**COORDINATOR IQAC**  
 (A.M.Chalkoo) **Govt. College Baramulla**

(Dr.Navshad)

(Prof.Arshad)

*Approved*  

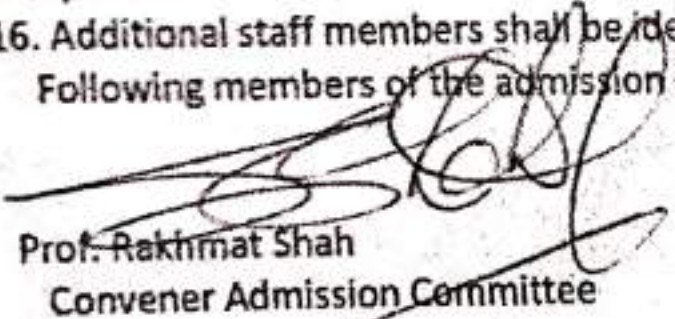

**Admission Committee Meeting  
Meeting Minutes**

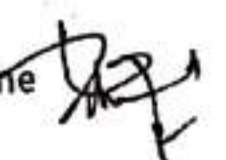
A meeting of admission committee was held on 17-03-2021 in the office chamber of worthy Principal in reference to office order No. GCB/N-3/4704-06, Dated 16-03-2021 in order to discuss the admission process for UG courses for the year 2021.

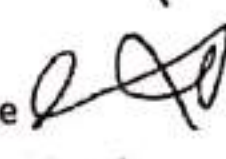
The following points were made during the meeting.

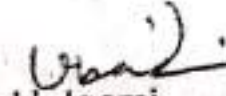
1. As the intake capacity of students has been fixed, admission to UG general courses shall be on first come first serve basis.
2. Admission in merit based courses shall be strictly as per the merit in 12<sup>th</sup> class with due reservation quota of different categories as per government directions.
3. Students would be required to fill only university registration form. The same will be verified by the admission committee.
4. All the members of the admission committee shall remain present in the Admission cell from 10:00am to 4:00pm. However, members can take their classes strictly as per time table and report back.
5. Pre-admission academic and career counseling shall be provided to students at college level at the time of taking admission.
6. Students shall be counseled in choosing subjects/streams/skill courses, etc.
7. Miss Amira Wali shall replace Dr. Naseer Ahmad Lone as a member in the admission committee.
8. Framing of time table shall be done by Mr. Tanveer Ahmad Lone.
9. A designated place/room shall be identified for admission purpose.
10. For maintaining the discipline during the admission process, services of two helpers one from Zoology Department and another from Sports Department shall be utilized.
11. Admission committee shall be provided with tea twice daily.
12. Students taking admission to UG course with one subject such as Biotechnology/Clinical Biochemistry/Food-Technology shall have to take chemistry as a mandatory subject.
13. The genuineness of details provided by the student like phone number, email id shall be ensured by the admission committee.
14. As only 500 copies of prospectus have been received, procurement of additional 500 copies would be expedited.
15. A separate admission form (library/ID card) form shall be prepared and attached with the prospectus.
16. Additional staff members shall be identified for admission committee who would aid in counseling.

Following members of the admission committee were present in the meeting.

  
Prof. Rakhmat Shah  
Convener Admission Committee

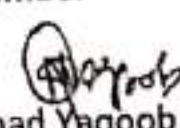
  
Mr. Tanveer Ahmad Lone  
Member

  
Dr. Naseer Ahmad Lone  
Member

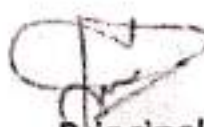
  
Mr. Ubaid Sharif Makhdoomi  
Member

Prof. Ab. Majeed Chalkoo  
Convener IQAC

  
Dr. Mushtaq Ahmad Lone  
Member



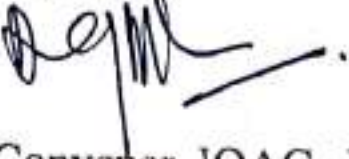
  
Dr. Mohammad Yaqoob Lone  
Member

Dr. Syed Massarat Geelani  
Member

  
Principal  
GDC Baramulla

IQAC meeting held on 19<sup>th</sup> January 2021  
(Minutes of the Meeting)

Attendees

1. Prof. A. M. Chalkoo, Convener, IQAC 
2. Prof. Mohmad Aslam Bhat, Associate Prof. Botany
3. Prof. Navshad Ahmad Wani, Member IQAC 
4. Prof. Arshad Ahmad Yattoo, Member IQAC 

The meeting was held under the Chairmanship of Convener IQAC, Prof. Abdul Majeed Chalkoo. The agenda of the meeting was to discuss *Institutional Social Responsibility vis-a-vis Environmental Consciousness and Sustainability [Criterion-7 of NAAC]*. In this context, harnessing of Alternative sources of energy was discussed in threadbare and following points were resolved.

1. It was resolved that Solar Power Banks will be installed for the following Departments;
  - P. G. Department of Computer Applications -- 25KW Solar Power Bank
  - Girls Hostel of the College- 5KW Solar Power Bank
2. It was further resolved that a detailed proposal will be sent to J&K Energy Development Agency (JKEDA) through Director Colleges for the installation of the said infrastructure.

It was further resolved that minutes be presented to worthy Principal for approval. The meeting ended with formal vote of thanks presented by Prof. Arshad Ahmad Yattoo, Head, P. G. Department of Computer Applications (Member IQAC).



Prof. Arshad Ahmad Yattoo  
Member IQAC  
Head, P. G. Department of Computer Applications



NO:

Date:-

**Minutes of IQAC Meeting (MoM) held on 27<sup>th</sup> December under chairmanship of worthy Principal Prof. (Dr.) M.A.Lone**



GCB/LF/2021-22/1889  
Dtd:- 28-12-2021

**Agenda**

1. Retention of some faculty members/Non-Teaching and Local Fund employees during winter vacations (27-12-2021 to 14-2-2021)
2. Assignment of work to faculty members and some local fund employees during winter vacations.
3. AOB

**Attendees**

**(List Enclosed)**

**Action Taken Report (ATR)**

At the outset worthy Principal informed the quorum about nature of works which need to be undertaken during winter break commencing from 27<sup>th</sup> Dec.2021 till 14<sup>th</sup> Feb.2022.The following decisions were taken unanimously with concurrence of chair.

**1. Admission Committee.**

1. Mr.Syed Rehmat Shah (Associate Prof.Zoology)
2. Dr.Kaiser (Assistant prof. Psychology)
3. Mr. Tanveer Ahmad Lone (Assit.Prof.BCA)
4. Mr.Altaf (Assit.Prof.Commerce)
5. Dr.Sadiq (Assit.Prof. Chemistry)

*[Signature]*  
COORDINATOR IQAC  
Govt. College Baramulla

### **Terms of Reference.**

- The committee shall forthwith start preparation of Admission Brochure-2022 and will update the content of publication like introduction of new subjects, new skill courses, facilities in college and more so about National and state level scholarship schemes like PMSSS, NSP etc.
- The designing/publication of Admission Brochure-2022 should be completed by 2<sup>nd</sup> week of January 2022.
- The committee shall also work out procedure for new admissions in college which shall commence tentatively from Feb.2022.
- The convenor shall update chair about admission process on daily basis.

### **2. Scholarship and Financial Aid Committee.**

1. Mr.Mudasir (Assit.Prof.Eng.)
2. Mr.Tahir Habib (Assit.Prof.Eng.)
3. Mr.Zubair Thokar (Assistant prof. History)  
Assistance. Suhail Farooq (Need Based Employee)

#### **Terms of Reference.**


The committee shall provide full assistance to bonafide students of college with regard to National and state level scholarship schemes and college Financial Aid.

### **3. Newsletter Glimpses.**

1. Mr.Mudasir (Assit.Prof.Eng.)
2. Mr.Tahir Habib (Assit.Prof.Eng.)
3. Mtr.Amira Wali (Assit.Prof.MSW)- Virtual Mode assistance

#### **Terms of Reference.**

The committee shall collect data from all faculty members/convenors/coordinators about relevant domains and will publish biannual issue of Newsletter Glimpses. The exercise should be completed by 10<sup>th</sup> Jan.2022. The committee will work out modalities for designing, printing etc.in a time bound frame work. The college proposes to formally release Newsletter Glimpses on occasion of Autonomous Visit scheduled in January 2022.

  
COORDINATOR IQAC  
Govt. College

#### 4. **Library.**

The librarian shall engage Mr.Arif, Mr.Gh.Mohammad and Mtr.Saba as helpers for library work.

#### 5. **Purchase Committee.**

- 1.Mr.Shakeel (Assit. Prof.BCA)
- 2.Mtr.Nuzhat (Assit.Prof.Chemistry)
3. Mr.Tahir (Assit.Prof.Eng.)
- 3.Dr.Mushtaq Tantrey (Assit.Prof. Chemistry)
4. Mr.A.Majeed (Accountant)

#### **Terms of Reference**

The committee shall execute unspent amount of MS/ME/Revenue /CAPEX budget and other components as per requirement of concerned departments through proper codal procedure.

#### 6. **Examination.**

1. Dr.M.A.Lone (Assit.Prof.Chemistry)  
Assistance. Mr.Farooq Ahmad and Mr.Irfan Dhobi

The coordinator Examination shall ensure smooth conduct of examination. He will conceive plan and submit proposal for installation of examination software system.

#### 7. **Landscape Committee and winter crop of Mushroom Cultivation.**

1. Mr.M.Asalam Bhat (Associate Prof.Botany-Convenor Landscape)
2. Dr.A.R.Malik (Associate Prof.Botany/MushroomCultivation)
3. Mr.A.M.Chalkoo(Associate Prof.  
Botany/Vermicomposting/Saffron cultivation)  
Assistance. Mr.Farooq Ahmad Dar,Liyaqat,M.Akbar

#### **Terms of Reference**

The members shall ensure good quality landscaping, trimming of avenue tree, protection of indoor and outdoor plant material and bringing more campus area under plantation cover. The concerned members shall ensure cultivation of winter crop of Mushroom, preparation of compost, procurement of raw material (Cow dung) for vermibeds and conservation of saffron crops.

COORDINATOR IQAC  
Govt. College Baramulla

Minutes of Meeting (MOM) held on 16<sup>th</sup> December 2021 in the office chamber of Principal

GCB/M3/2021-22/1819  
Dtd:- 21-12-2021

Agenda.

1. Heating arrangement for class rooms and Examination centres.
2. Construction of road leading to Girls Hostel and Bus Shed.
3. Procurement of furniture for newly constructed establishments/departments.

Attendees.

1. Coordinator Examination
2. Coordinator and members of IQAC.
3. Convenor Purchase Committee
4. College Accountant.

*[Handwritten signatures and initials]*

1. *[Handwritten signature]*

Action Taken Report (ATR)

After thread bare discussions following decisions were taken;

1. The college shall provide adequate heating arrangement for students appearing in ensuing examinations and for students attending 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> classes. The designated local fund employee/s shall be paid @Rs.7/= Per Bukhari for ignition and its proper regulation. Coordinator Examination shall keep record of number bukharies being ignited on daily basis.
2. Executing agency PWD (R and B) Baramulla shall be approached for providing DPR/Cost estimate for construction of road leading to girls hostel and Bus shed.
3. Out of CAPEX budget component, "Furniture" following establishments shall be provided with furniture as per their requirement.

S.No	Name of dept.	Requirement
1.	Anthropology	Executive table=1 No. Wooden office chairs=5 Nos.
2.	Clinical Biochemistry	-Do- : Modular Furniture for complete Lab.
3.	Principal Chamber	Central Tea Table (Wood carved with glass top)=2 Nos.
4.	Female staff Room	-Do-
5.	Auditorium etc.as per requirement	Central sun mica top table with shelf.
6.	Innovation & Incubation	Modular Workstation Complete Lab.

Coordinator IQAC and convenor Purchase committee shall make on spot choice of furniture items at Govt. Joinery mill Pampore and will seek proforma bill from agency.

Resolved that MOM be submitted for approval.

*[Handwritten signature]*  
Coordinator IQAC

*[Handwritten signature]*  
Approved

Principal  
Govt. Degree College  
Baramulla

Minutes Of Meeting (MOM) held under chairmanship of worthy Principal Prof.(Dr.) M.A.Lone held on 20<sup>th</sup> Dec. 2021

Attendees.

1. Convenor Development Committee
2. Convenor Purchase Committee
3. In charge Surveillance System

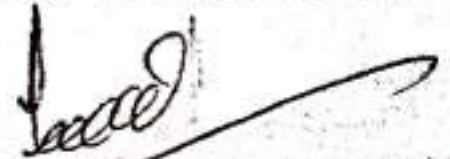
Agenda.

1. Upgradation of already existing washrooms in the erstwhile Chowkidar Hut
2. Outsourcing of expert technician for installation of CCTV camera.
3. AOB

Action Taken Report (ATR)

It was unanimously that the said committee shall outsource expert technician for installation of CCTV cameras and plumber for undertaking Plumbing work in the said washrooms. The committee shall oversee said works.

Resolved that MOM be submitted to worthy chair for approval.

  
IQAC Coordinator  
Govt. College Baramulla





Minutes of the Meeting

Subject: Embedding skill courses under IT/Computers/Electronics in the UG program.

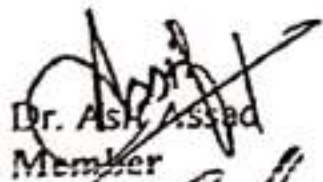
A meeting regarding embedding of skill courses in the curriculum of undergraduate program at hub/spoke colleges under Govt. Degree College Boys, Anantnag and Govt. Degree College, Baramulla was held on 08<sup>th</sup> November 2021, under the chairmanship of Dean School of Engineering and Technology, IUST. The following members attended the meeting:

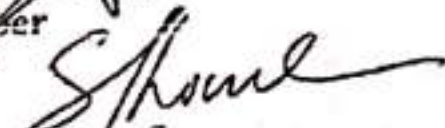
1. Prof. A. H. Moon, Dean SoE&T, IUST (Chairman/Convener)
2. Dr. Asif Assad Sr. Assistant Professor, Department of CSE, IUST (Member).
3. Mr. Sajaad Ahmed Lone Sr. Assistant Professor, Department of CSE, IUST (Member).
4. Dr. Liyaqat Nazir Assistant Professor, Department of ECE, IUST (Member).
5. Mr. Arshad Ahmad Yattoo Assistant Professor, PG Department, Computer Applications, GDC Baramullah, (Member).
6. Mr. Ummar Muhammad. Assistant Professor, Department Computer Applications, GDC Anantnag. (Member).


CONCLUSION

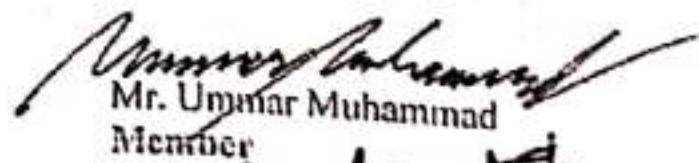
The members of the meeting unanimously agreed on the following:

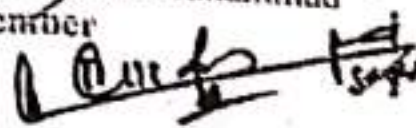
- I. As per the requirement of the affiliating university, a student has to complete 12 credits under skill component of the UG program. In this regard the committee recommended two skill courses to be taught in three semesters of UG program. The skill courses identified as per the NSQF approved program were captioned under Junior Software Developer and Web Developer. The eligibility for Junior Software Developer shall be students pursuing UG programs in science streams and Web Developer shall be open to students of all streams. As part of the UG program, these skill courses shall be assessed by the affiliating university.
- II. To facilitate forward linkage of skill courses of 12 credits indicated at I with the earning of UGC/NSQF skill certificate course of 30 credits, it was recommended to introduce add-on courses of 18 credits on optional basis. This would be offered by the colleges in the form of conducting two industrial workshops of three weeks duration each and an industrial internship of three weeks duration. The details would be worked out with the mentor university.
- III. The final course outline, in line with NSQF for the two certificate courses were finalized as per annexure-I
- IV. The conduct of examination, evaluation and the award of certification of 18 credits specified under II of the skill courses shall be finalized in consultation with mentor institute as per NSQF guidelines.


  
Dr. Asif Assad  
Member

  
Mr. Sajaad Ahmed Lone  
Member

  
Mr. Arshad Ahmad Yattoo  
Member

  
Mr. Ummar Muhammad  
Member

  
Dr. Liyaqat Nazir  
Member

  
Prof. A. H. Moon  
Chairman

Enclosed: Final Approved Course Outline and Syllabus as per Agenda (As Annexure I).

Annexure-I

Course outline for "Junior Software Developer"

NSQF Level-4

Table-I (12 credits to be offered in embedded mode)

Title	Credit Weightage			Duration in Number of Hours
	Theory	Practical	Total	
JSD-1 Programming with C (Basic)	2	2	4	90
JSD-2 Programming with Python	2	2	4	90
JSD-3 Advanced Python Programming	2	2	4	90

Table-II (18 credits add-on courses for Certificate course "Junior Software Developer")

Title	Mode of training	Venue of training	Credit Weightage	Duration in Number of Hours	Semester in which to be offered
JSD-4	Three Weeks Industrial Workshop-I	To be decided in consultation with Mentor Institution	6	90	These credits can be covered during winter vacations/ or after semester-end exams depending upon the availability of time
JSD-5	Three Weeks Industrial Workshop-II	To be decided in consultation with Mentor Institution	6	90	
JSD-6	One Month Industrial Internship	To be decided in consultation with Mentor Institution	6	90	

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 08/11/24  
 [Signatures]

ISLAMIC UNIVERSITY OF SCIENCE & TECHNOLOGY,  
Awantipora Pulwama 192122.

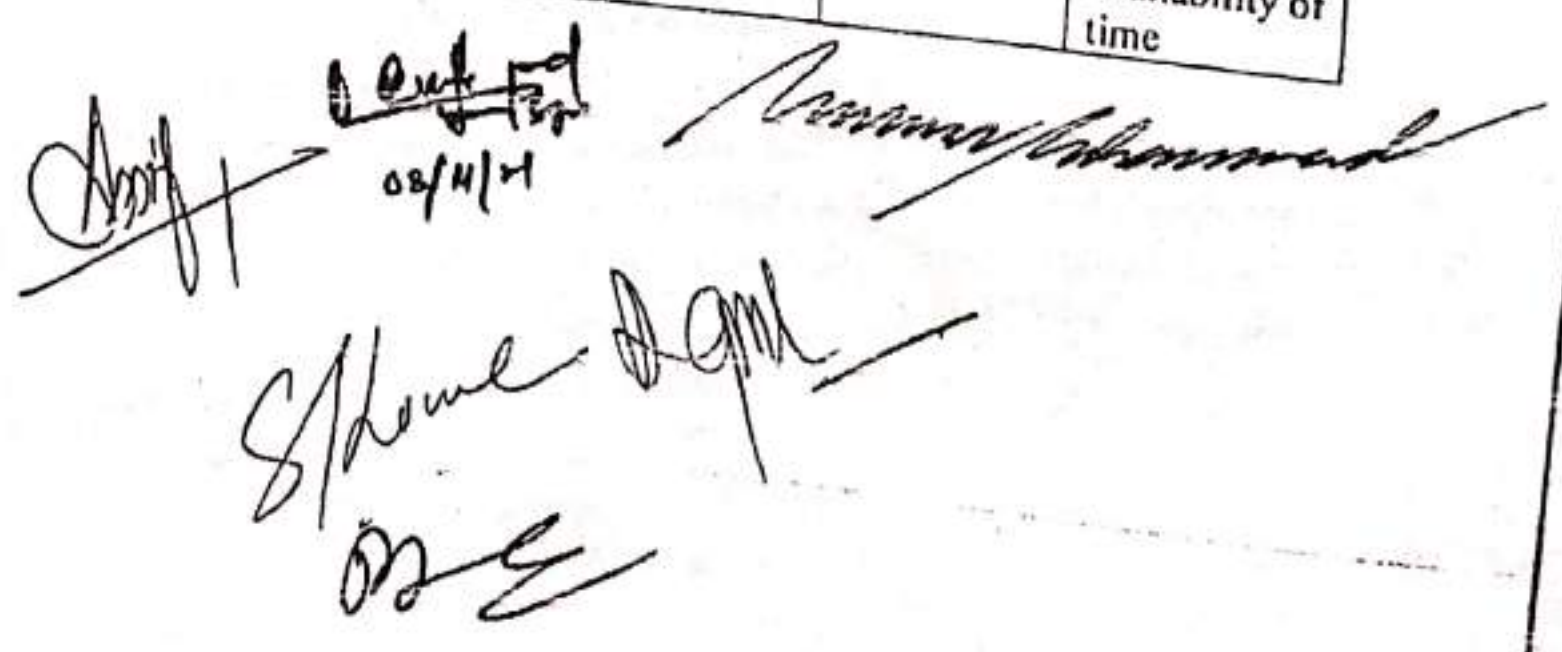
Course outline for "Web Developer"  
NSQF Level-5

Table-I (12 credits to be offered in embedded mode)

Title	Credit Weightage			Duration in Number of Hours
	Theory	Practical	Total	
WD-1 Internet Basics and HTML	2	2	4	90
WD-2 Java Script and CSS Basics	2	2	4	90
WD-3 Introduction to PHP and MYSQL	2	2	4	90

Table-II (18 credits add-on courses for Certificate course "Web Developer")

Title	Mode of training	Venue of training	Credit Weightage	Duration in Number of Hours	Semester in which to be offered
WD-4	Three Weeks Industrial Workshop-I	To be decided in consultation with Mentor Institution	6	90	These credits can be covered during winter vacations/ or after semester-end exams depending upon the availability of time
WD-5	Three Weeks Industrial Workshop-II	To be decided in consultation with Mentor Institution	6	90	
WD-6	One Month Industrial Internship	To be decided in consultation with Mentor Institution	6	90	


  
 Approved  
 08/11/21  
 Approved  
 Approved  
 Approved

Minutes of Meeting (MOM) held under chairmanship of \_\_\_\_\_ Principal  
Prof. (Dr.) M.A.Lone on 24th Nov.2021

Agenda.

1. Providing of heating arrangement for students in class rooms in view of prevailing cold conditions and devising of mechanism thereof.
2. Auction of old GI sheets removed from college building through floating of tenders.
3. Procurement of furniture for BBA/B.Com. Departments for installation in new Academic Block (Admission Block) and obtaining DPR/Cost estimate from agencies like Govt. Joinery Mill Pampore/R and B (PWD) Baramulla/or through e- tendering and GeM portal for making comparative.
4. Distribution of library fund for purchase of books and utilisation of funds out of M and E/ M and M and S component.

Attendees. (List Enclosed)

Action Taken Report (ATR).

After thread bare discussion following decisions were taken unanimously.

1. The college shall arrange commercial gas cylinders from authorised gas agency and if need arises few Flamex gas heaters shall also be arranged for making heating arrangement in class rooms and examination centres in view of prevailing cold conditions.  
The quorum was given to understand that in view of biting cold especially in morning classes, the students have come up with written complaints about non availability of heating facility.
2. The old GI sheets which were earlier removed from college main building in view of fixing of new high ribbed tin sheets are lying in 2 sheds. They have occupied space in college. It was resolved that college shall float tender notice through local daily for auctioning of old GI tin sheets and scrap (Plastic/iron).
3. Procurement of furniture for BBA/B.Com. departments for installation in new academic block (Admission Block) and obtaining DPR/Cost estimate from agencies like Govt. Joinery Mill Pampore /R and B (PWD) Baramulla/or through e- tendering and GeM portal for making

*[Signature]*  
COORDINATOR IQAC  
Govt. College Baramulla

comparative. The necessary process for be initiated by convenor P/C and D/C.

- 4. Staff /students parking near college ground be upgraded by way of earth filling/soling. The material could be arranged from local market/Miners after market survey basis. The roller vehicle could be arranged from Govt. MED department. If need arises labour component could also be outsourced for levelling purpose.
5. Convenor library was requested to arrange books for departments like Biotech, Zoology, Botany, Clinical Biochemistry, Water Analysis (Skill course Chemistry), and IFF and issue supply order to trusted and approved book sellers as early as possible.
6. Out of M/E component (Rs.4.60Lacs), an amount to the tune of Rs.3 lacs, 1 lac.75.000 and 75,000 will be earmarked for departments like Psychology (For procurement of bio feedback), Anthropology, and Botany and Clinical biochemistry respectively.

The meeting ended with VOT to chair.

Resolved that MOM be submitted to Chair for necessary action and approval.

Coordinator IQAC

*[Signature]*  
COORDINATOR IQAC  
Govt. College Baramulla

1.

2.

3. *[Signature]*

4.

*[Signature]*  
*[Signature]*

Minutes of Meeting (MOM) held under chairmanship of worthy Principal  
Prof. (Dr.) M.A.Lone on 24rth Nov.2021

Agenda.

- ✓ 1. Providing of heating arrangement for students in class rooms in view of prevailing cold conditions and devising of mechanism thereof.
- ✓ 2. Auction of old GI sheets removed from college building through floating of tenders.
- ✓ 3. Procurement of furniture for BBA/B.Com. Departments for installation in new Academic Block (Admission Block) and obtaining DPR/Cost estimate from agencies like Govt. Joinery Mill Pampore/R and B (PWD) Baramulla/or through e- tendering and GeM portal for making comparative.
- ✓ 4. Distribution of library fund for purchase of books and utilisation of funds out of M and E/ M and M and S component.

Attendees. (List Enclosed)

Action Taken Report (ATR).

After thread bare discussion following decisions were taken unanimously.

- ✓ 1. The college shall purchase coal for igniting Bukharies and same shall be placed in class rooms as heating arrangement with proper outlet pipes. If need arises one or two persons could be outsourced for igniting and ferrying Bukharies in class rooms on daily basis till class work for said session remains on. The coal shall be arranged from registered unit holders of DIC Baramulla or after market survey.  
The quorum was given to understand that in view of biting cold especially in morning classes, the students have come up with written complaints about non availability of heating facility.
2. The old GI sheets which were earlier removed from college main building in view of fixing of new high ribbed tin sheets are lying in 2 sheds. They have occupied space in college.
- ✓ 3. Procurement of furniture for BBA/B.Com. Departments for installation in new academic block (Admission Block) and obtaining DPR/Cost estimate from agencies like Govt. Joinery Mill Pampore /R and B (PWD) Baramulla/or through e- tendering and GeM portal for making




comparative. The necessary process for be initiated by convenor P/C and D/C.

4. Staff /students parking near college ground be upgraded by way of earth filling/soling. The material could be arranged from local market/Miners after market survey basis. The roller vehicle could be arranged from Govt. MED department. If need arises labour component could also be outsourced for levelling purpose.
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The meeting ended with VOT to chair.

Resolved that MOM be submitted to Chair for necessary action and approval.

  
Coordinator IQAC

1,   
2 -   
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