

DAV College, Hoshiarpur

Minutes of IQAC Meeting held on February 28, 2023

Minutes of previous IQAC meetings held on during the session were approved.

The following decisions were taken at IQAC Meeting held on February 28, 2023

1. **Value-added Certificate Courses** related to various subjects be introduced in the college -Time Management, Communication Skills, Moral Values etc. Completing at least one course of 30- hour duration be made compulsory.
2. **Academic Audit** - Performa to be designed on the basis of latest API requirements to be filled by all teachers. These forms should be scrutinised by external members.
2. **Remedial classes** - A proper record of Remedial classes be maintained.
3. **Fast Learners** – Record of fast learners be maintained - extra books from library, e-content and supplementary reading material.
4. **Doubt – clearing Sessions** be held by HoDs of various departments once a month for each subject
4. **The process for Registration of Alumni Association should be expedited.**
5. **Proposals for Major & Minor Research Projects** be prepared and sent to subject -related funding agencies.
4. **MoUs** in collaboration with other institutions and industry for various activities be planned.
5. **Adoption of Village Bohn Patti** be planned and activities related to welfare of villagers be undertaken.
6. **Library Orientation Programme** be organised for all the students in college library by librarian.
7. **Student Placements**- A flex highlighting the record of students' placement be affixed. Also a Wall of Fame be maintained to highlight the college alumni.
8. **Career Guidance & Counselling Session** be organised for the benefit of students.
9. **Finishing School** be set up

10. **Bridge courses** be arranged for students.

11. **FDP** be organised for teaching as well as non-teaching staff on drafting applications, Report Writing, First-Aid, Fire Safety, Stress Management etc.

12. **Teaching with Technology Week** for all classes be held

13. **E-governance Software** for Library, Fee- Collection & Stock -taking should be developed/purchased.

