



Excellence in Education

APEX COLLEGE, MAKRANA

Noorpura, By pass Road, Makrana Distt. Nagaur (Raj.) - 341505

Affiliated to Maharshi Dayanand Saraswati University, Ajmer

Email:- apexcollege14@gmail.com

Website:- www.apexcollegemakrana.in



Internal Quality Assurance Cell

Ref. No. IQAC/M/2021-22/1

Date: 14th July 2021

Venue: Room No. IQAC Room

Minutes of Meeting

The 13th meeting of IQAC was held on 14th July 2021 at 1.30 P.M in IQAC Room of Apex College Makrana. The Meeting was chaired by Principal Dr. Umesh Kumar Sidh.

Following members were present during the meeting

Sr.No.	Name of Member	Role	Designation
1.	Dr. Umesh Kumar Sidh	Chairperson	Principal
2.	Dr. Vijai Singh	Coordinator	Assistant Professor dept. of Political Science.
3.	Dr. Madan Lal Meena	Member	Assistant Professor dept. of Hindi
4.	Dr. Hemlata Kansara	Member	Assistant Professor dept. of History
5.	Dr. Shailesh Kumar Yadav	Member	HOD B.A.B.Ed. & BSc BEd
6.	Dr. Umesh Kumar	Member	Assistant Professor dept. of Physics
7.	Dikhshita Pareek	Member	Student Representative
8.	Supreme Biyani	Member	Alumni Representative
9.	Mr. Ratan Singh	Member	Parents Representative
10	Dr. T.N. Gautam	Member	Educationist
11	Dr. Sarla Siddh	Member	Governing Council Representative
12.	Mr. Madan Gopal Sukhariya	Member	Admin Office





Agenda No.	Brief details
13.1	<p><u>Confirmation of the previous meeting minutes</u></p> <p>Decision: - The minutes of 12th meeting of IQAC held on 09th March 2021 were circulated to all the present members. The committee members considered and resolved that the minutes of 12th meeting of IQAC to be confirmed.</p>
13.2	<p><u>Report on the follow up of the previous meeting of IQAC</u></p> <p>Decision: - The reports of action taken on the resolution passed by the IQAC in its 12th meeting were kept among the members of house and same has been noted down by the committee members.</p>
13.3	<p><u>Skill Enhancements Initiative.</u></p> <p>Decision: - In order to enhance skill, ability and values among students it was decided to offer short term certificate program whose program content is as approved in annexure-1</p>
13.4	<p><u>Feedback from stack holder.</u></p> <p>Decision: - In order to obtain paperless feedback from students, alumni, employer and faculty students satisfaction online survey submission facility should be made available on college website, obtained data analysis report will be used in quality improvement.</p>
13.5	<p><u>Regarding AQAR Report Preparation.</u></p> <p>Decision: - Pending AQAR reports which should be completed within prescribed time period by NAAC. The Coordinator of IQAC should personally monitor the data collection on immediately base for AQAR.</p>
<p>The meeting ended with vote of thanks by Chairperson Dr. Umesh Kumar Sidh to the members of committee for attending the meeting and sharing their valuable time to make the meeting convenient.</p>	



Umesh Kumar Sidh
Chairperson
अपेक्षक समिति, अपेक्षक, मकराना
विद्या नगरी - 341505 (राज.)



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Internal Quality Assurance Cell (ATR)

Ref. No. IQAC/M/2021-22/1


Date: 14th July 2021

OFFICE ORDER

For the effective implantation of the resolutions passed in the 13th IQAC meeting held on 14th July 2021 following actions has to be taken by the concern authority / personnel whose name has been mentioned against the duty assigned :-

Relevance with Agenda No.	Order passed for implementation of Resolution passed by IQAC	Action to be taken by
13.4	Offer feedback forms approved by principal through online & offline mode till further order. Also ensure the uninterrupted services. With compilation of records and submission of data to office in desired format.	IT Cell
13.5	Liability of AQAR Submission & necessary data compilation work has to be done before last date assigned by NAAC.	Coordinator IQAC




Principal
Dr. Umesh Kumar Sidh
जिला नगौर- 341505 (राज.)