



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/2022-23/2

Date: 27th Dec 2022

Venue: Room No. IQAC Room

Minutes Of Meetings

The 17th meeting of IQAC was held on 27th Dec 2022 at 2.30 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	Signature
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 Physicis	
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
17.1	<p><u>Confirmation of the previous meeting minutes</u></p> <p>Decision: - The minutes of 16th meeting of IQAC held on 20th July 2022 were circulated to all the present members. The committee members considered and resolved that the minutes of 16th meeting of IQAC to be confirmed.</p>
17.2	<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 16th meeting were kept among the members of house and same has been noted down by the committee members.</p>
17.3	<p><u>Regarding AQAR Report preparations.</u></p> <p>Decision: - Pending AQAR Reports which has to be completed before 31st December 2022. Coordinator of IQAC should personally monitor the data collection on immediately base for AQAR.</p>
17.4	<p><u>Review of College filled seats and sanctioned seats ratio.</u></p> <p>Decision: - On the analysis of college filled seats on the seats sanctioned by university. The committee noted that average number of admitted students has been increased. However the committee advises the college admission cell and administration to adopt new policy and do their best to fill all the sanctioned seats.</p>
17.5	<p><u>Appreciation to the Merit Holders Students securing top 10 ranks at university level, gold medalist & chancellor block medal student.</u></p> <p>Decision: - Committee members decided that students who have secured top 10 ranks at university level and received chancellor block medal should be felicitated by the institution. For this committee recommends to organize a felicitation ceremony through which currently studying students will also be motivated to do their best for securing best exam result.</p>
17.6	<p><u>Review of College Teaching methodology & Academic calendar compliance for conduct of academic activities.</u></p> <p>Decision: - After review of College teaching methodology committee recommends the HOD's of institution to prepare some new plan of actions at their own department level to enhance the learning experience of students. Academic calendar plays a vital role in planning & its effective implementation. College should always follow the Academic calendar in</p>

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



future also and same should be monitored by the competent authorities.

The meeting ended with vote of thanks by Chairperson **Dr. Umesh Kumar Sidh** to all the members for sharing their time to make the meeting convenient.



Date: 02-01-2023

Ref. No. AC/ATR /2022-23/17th meeting IQAC

OFFICE ORDER

For the effective implantation of the resolutions passed in the 17th IQAC meeting held on 27th Dec 2022 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
17.3	Coordinator of IQAC Dr. Vijai Singh is instructed to collect the required data for AQAR Submission from all the concerning departments of college to submit it on the NAAC Portal before last date. All HOD's are instructed to kindly cooperate with IQAC Coordinator to provide the asked data with top most priority.	Coordinator of IQAC
17.4	All HOD's are instructed to prepare plans and strategies for improvement of admission in college. Every HOD should give presentation in the meeting going to held planning new session admissions. HOD's should involve faculties of their department to get innovative or new ideas.	HOD's of all departments
17.5	A felicitation ceremony is going to held on 28 th Feb 2023 in which students secured top 10 ranked at university level gold medalist, chancellor medal students will be honored by college. The college will give them symbol of Excellency	Admin Department
17.6	As already the office has instructed All HOD's here again we are instructing all of you to prepare plan of action to improve the learning experience of students. So that outcomes of their learning can be achieved at maximum level. All HOD's should monitor the strictly compliance of college academic calendar.	HOD's of all departments

Principal
Dr. Umesh Kumar Sidh