

"Internal Quality Assurance Cell (IQAC/NACC/UGC)
SAR/NIRF etc. Committee"
for session - 2025-26"

- i) Dr. Ajay Thakur - Coordinator Agm
- ii) Dr. Anuradha Sharma - Member Anur
- iii) A. Prof. Vivek Chaudhary - do Vivek
- iv) A.P. Renu Dogra - do Renu
- v) A.P. Manisha Sharma - do Manisha
- vi) A.P. Poonam Sharma - do Poonam Sharma
- vii) A.P. Kuran Devi - do Kuran
- viii) Dr. Kamlesh Rana - do Kamlesh
- ix) A.P. Atul Choudhary - do Atul
- x) Dr. Sahil Mahajan - do Sahil
- xi) Dr. Diwakar - do Diwakar
- xii) A.P. Nem Ray - do Nem Ray
- xiii) Dr. Khushi Ram - do Khushi Ram
- xiv) Dr. Tarbir Singh - do Tarbir Singh
- xv) Dr. Sunil Katoch (Retd) - do (as an academician)
- xvi) Office Superintendent - do
- xvii) CSCA President - do

A meeting of IQAC was held on 27th June 2025 at 2:30 pm in the conference room.

Following members were present in the meeting -

1. - Dr. Anandha (Am)
2. - A. Prof. Ruck (Ruck)
3. - A. Prof. Ravi Durga (Ravi)
4. A. P. Manish Kumar (Manish)
5. A. P. Poonam Sharma (Poonam)
6. A. P. Kiran Devi (Kiran)
7. Dr. Kamlesh Raza (Kamlesh)
8. A. P. Atul (Atul)
9. Dr. Sahil Mishra (Sahil)
10. Dr. Divakar (Divakar)
11. A. P. Nirmal (Nirmal)
12. Dr. Khushi (Khushi)
13. Dr. Tanvir (Tanvir)

Minutes of the meeting

First of all, Coordinator Dr. Anandha, Assoc. Professor in chemistry welcomed all the members (old & New) in the meeting. Preparation of annual academic calendar, preparation of google forms & their links for feedback of various stakeholders were discussed. IQAC also discussed the ways to improve academic standards and infrastructure in the meeting. It was resolved that -

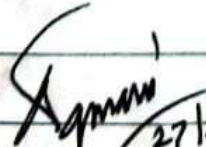
- 1) Coordinator will prepare annual academic calendar in consultation with

The Principal for the session 2025-26.

ii) Dr. Atul & Dr. Divakar were assigned the job of preparing google forms for feedback of students, parents, alumni and teachers. They were asked to share the link with coordinator so that ^{these} it can be sent to what'sapp group of students (by subject teachers), teachers, OSA and PTA secretary.

iii) All the members were asked by coordinator to have discussion with teachers of their subject and faculty w.r.t suggestions for improvement in the institution as well as their requirement related to teaching, study or other issues so that it can be deliberated in next meeting of IOAC before and annual plan for 2025-26 can be prepared.

10) The meeting ended with vote of thanks.


(Dr. Ajay Thakur)
Coordinator
27/12/25


P/s Principal Parvati Sood

Plan of action approved in the meeting held on 17th July, 2025

1. **Creation of a fully equipped laboratory** for students of M Sc Zoology during this session.

2. **Completion of Playground**

It was also decided to give a reminder to PWD authorities through Principal to complete the remaining work of playground (Boundary walls with gate and levelling) and over the same to the college authority as well as start the water supply and proper functioning of toilets in new academic block at least in ground and first floor which are complete and handed over to the college.

3. **Installation of additional solar panels** in the campus and hostel.

4. **Creation of a boxing ring in the campus**

5. **Organize skill development and Training workshops for students**

6. **Seminar or Faculty Development Programme and Workshops**

To enhance skills of the teachers, it was resolved to plan workshops, seminars and FDPs during this session too.

7. **Campus Sustainability and Waste Management**

IQAC resolved to carry out the service and maintenance of incinerator, DG set, sanitary pad vending machines, washrooms and rain water harvesting system in order to improve sustainability.

8. **Construction of new RCC wall near Basketball ground**

It was decided to ask Principal to start the process of new RCC wall adjoining basketball ground as old one was damaged badly during last monsoon.

9. **Purchase of more ICT equipment's**

IQAC requested the Principal to purchase ICT Devices as per the requirements given by Faculty and approved by technical committee.

10. **Creation of more smart class rooms with Interactive board and LCD projector**

11. **Collection of data for AQAR for the session 2024-25**

For the preparation of AQAR, 7 criteria were distributed to members as given below:

Criterion 1 – AP Atul and Dr. Diwakar

Criterion 2 – Dr Anuradha and AP Poonam

Criterion 3 – AP Manisha Sharma and AP Kiran Devi

Criterion 4 – AP Vivek Choudhary

Criterion 5 – Dr Sahil Mahajan and AP Ne Raj

Criterion 6 – Dr Tanbir

Criterion 7 – AP Renu Dogra and Dr Khushi Ram Bhagat

12. Proposal of new Girls' hostel of at least 60 beds**13. Digitalization of college Library during this session****14. Upgradation of IGNOU Centre with examination Centre**

It was decided to ask the Higher Authorities of IGNOU through its Coordinator Dr Deep Thakur to create a full Centre of IGNOU in SCVB GC Palampur

15. New Conference Room

Further, in order to organize FDP/ Seminars/ Conferences on hybrid mode during this Session, it was decided to request Principal Sir to create a well equipped Conference room in new academic block.

16. Creation of Skill Lab

As per the proposal submitted by Dr Meenakshi Thakur, AP of Botany, IQAC Recommended to create a skill lab incentive Centre for Mushroom Cultivation.

17. Release of e-news letter- "Vikram Vibes" of the college twice a year may be started.**18. House Examination**

IQAC also decided in meeting with Principal that House examination of all classes will be of 3 hours duration from the session 2025-26 instead of 1 hour.

19. To host H P University Inter College Championship

As per the request of Dr Khushi Ram, AP of Physical Education, It was decided to organize at least one H P University Inter college Championship in at least in one discipline during current session.

20. IQAC recommends Installation of Curtains in Girls common room and examination Hall on the written request of President of CSCA and students.**21. Creation of Dark Room in one of the Physics lab as per the request of Faculty of Physics Department****22. Installation of Mirrors in Rooms of Music Department and Girls' common room for doing practice of Cultural events**

In the end, members authorized the coordinator to discuss the plan of action with Principal Pankaj Sood and request him for smooth execution of action Plan from the session 2025-26 for improving the academic standards and infrastructure for betterment of college.

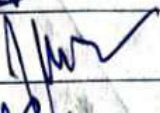
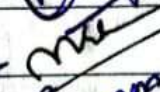
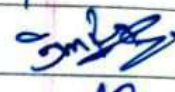
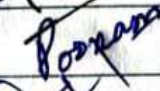
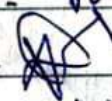
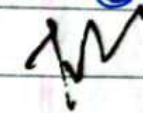
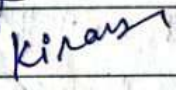


IQAC Coordinator



Principal

A meeting of IQAC was held on 17th July, 2025 in the conference hall. Following members were present in the meeting -

- | | |
|--|--|
| 1. Dr Anuradha -  | 8. Adarsh -  |
| 2. AP. Vivek -  | 9. Dr Sahel -  |
| 3. AP. Renu -  | 10. Dr Divakar -  |
| 4. AP Manish -  | 11. AP Hem Raj -  |
| 5. AP Pooja -  | 12. Dr Khushi -  |
| 6. Dr Ramesh -  | 13. Dr Tarbir -  |
| 7. AP Kiran -  | |

Minutes of the meeting

- i) First of all, Coordinator discussed the complete academic calendar for the session 2025-2026. Academic calendar describes the schedule of admission in UG and PG courses, ^{tentative} schedule of supplementary exams, house examination & annual examinations. It also mentions the date of organizing various events such as celebration of ~~cap~~ Shaheed Capt. Vikram Batra's birth anniversary, CSCA function - 2025-26, as well as celebration of important days. Annual academic calendar gives the schedule of Annual athletics/sports meet & winter & summer vacations.

- ii) W.r.t. the preparation of AQAR for 2024-25, it was decided that following members will collect the data of last various

var parameters of criterion assigned to them

Criterion-1 : DAP Atul and Dr Diwakar

" 2 : Dr Anuradha & AP Poonam

" 3 : AP Manika and AP Kuran

" 4 : AP Vivek Choudhary

" 5 : Dr Sahel Mahajan & AP Nirmal

" 6 : Dr Tarbir

" 7 : AP Renu and Dr Khushi

Once the data collection for all the seven criteria is complete, it will be sent to a coordinator for checking and compilation.

Although at present, portal for submission of AQAR is not open, AQAR will be submitted as and when open will be open for submission of AQAR

ii) It was also decided the members will also collect the data of criterion assigned to them w.r.t Self assessment Report which DHE, Shimla will ask to send ^{anytime} during the session.

Members can consult the coordinator and Principal Pandey for any doubt/query w.r.t data of their criterion.

iii) ~~AP~~ AP Vivek choudhary was asked to prepare & submit the AISHE report as early as possible and send the same to coordinator

once it is accepted.

v) IQAC ^{deliberated} upon suggestions & recommendations given by students, faculty (teaching and non teaching staff) and asked the coordinator to prepare annual action plan. ~~action~~ for the session 2025-26.

vi) Dr. Ajay Thakur and Dr. Tanbir were assigned the job of preparing action taken report for the session 2024-25 and upload the same on college website.

The meeting ended with vote of thanks to the chair.

[Signature]
Dr. Ajay Thakur

(Coordinator)

[Signature]

c/s. Pankaj Sood
(Principal)

A meeting of IQAC was held on 21/10/2025 at 2.30 pm in the conference room. Following members were present in the meeting:-

Agenda of the meeting - SAR for session 2024-25 & Internal ranking of colleges

- | | |
|--|---|
| 1. Dr. Anuradha - <i>[Signature]</i> | 7. AP Atul Choudhary - <i>[Signature]</i> |
| 2. AP. Vineet - | 8. AP (Dr) Satul - <i>[Signature]</i> |
| 3. AP. Renu Dey - | 9. AP Dr. Diwaker - <i>[Signature]</i> |
| 4. AP. Manish - <i>[Signature]</i> | 10. AP Nemraj - |
| 5. AP. Poonam - <i>[Signature]</i> | 11. AP (Dr) Khushi - <i>[Signature]</i> |
| 6. AP. Kamlesh Rane - <i>[Signature]</i> | 12. AP (Dr) Tanvir - |

Minutes of the meeting

First call coordinator briefed the members that DHE, Shimla has released a notification for second cycle of self assessment report to be submitted by Colleges vide letter no. EDN-HE(3)/F(4)/55/2025 dt 17/10/2025. As per notification, Principal of the college was asked to constitute committee to prepare SAR on 27/10/25 and preparation of self assessment report must be complete by 18th December, 2025. Further Principal must submit the copy of SAR to chairperson of Zonal committee and upload the SAR on website of the college on or before 27/12/2025.

Therefore, Principal Sir was requested asked to constitute the committee as under and on and issue the office order on 27/10/2025.

Committee for Prepn of SAR

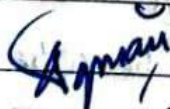
Criteria No.

- 1 - AP Atul and Dr Diwakar
- 2 - Dr Sahil Mahajan & AP Hem Raj
- 3 - Asst Prof Virek and Dr Khushi
- 4 - AP Renu Dogra and Dr Tanbir
- 5 - Dr Aniradha & AP Kuran
- 6 - AP Manish & AP Poonam
- 7 - AP (Dr) Kanish & AP Vipin

All the members were requested to collect the data and submit the same to Coordinator of IQAC on or before 20th November, 2025.

The meeting ended with vote of

Thanks


(Dr Jay Thakur)
Coordinator


c/s Pankaj Sood
(Principal)

A meeting of subcommittee of IQAC was held on 15/11/2025 at 2:00 pm in the conference hall in p/o of Principal Parkaj. Said to review the progress of preparation of self assessment report of the college for 2nd cycle i.e. 2024-25. Following members were present in the meeting.

SHAHEED CAPTAIN VIKRAM BATRA
GOVERNMENT COLLEGE PALAMPUR
HIMACHAL PRADESH



Dated: 27/10/2025

Office order no. 888

Committee for Preparation of Self-Assessment Report

S No	Name	Criterion	Signature
1.	Prof Atul & Dr Diwakar	I	[Signature]
2.	Dr Sahil Mahajan & Prof. Nem Raj	II	[Signature]
3.	Prof Vivek and Dr Khushi Ram	III	[Signature]
4.	Prof Renu Dogra & Dr Tanbir	IV	[Signature]
5.	Dr Anuradha and Prof Kiran	V	[Signature] Kiran
6.	Prof. Manisha & Prof Poonam	VI	[Signature]
7.	Prof. Vipin and Dr Kamlesh	VII	[Signature]

All the members are requested to collect the required data and report to the coordinator of IQAC till 20th November, 2025

[Signature]
Coordinator

[Signature]
Principal

First of all, Dr. Diwan & AP Atul discussed the progress made by them wrt criterion 1. They told that ~~a whole~~ all parameters of this criteria are complete. ~~except~~ They asked told that faculty members who have taken online classes using ICT techniques must send geotagged photographs.

With respect to criterion 2, Dr. Sahel & AP Nirmal Ray were given two more days to complete the data.

AP Vivek told the members that all parameters of criterion 3 are ready.

Members of criteria 4-7 told that they have completed their criteria.

All the members were requested by coordinator to do the proper setting of data along with relevant documents & send ~~both~~ the details both in MS word & Pdf PDF ~~to~~ ~~send~~ in the WhatsApp group of IQAC.

The meeting ended with vote of thanks to the chairman of the meeting, Principal Pinkay Sood

Signature

Dr. Ajay Thakur

(Coordinator)

Signature

Principal Pinkay Sood

A meeting of QAC followed by meeting with members of ERP Committee and Head of all departments was held on 30/12/2025 at 2:30 pm in the conference hall. Following members were present in the meeting:-

- | | |
|------------------------|---------------------|
| i) Prof. Karpna Rishi | x) Libi Mahesh Soud |
| ii) Dr. Anurag Dugra | xi) AP Manish |
| iii) Dr. Anupama Dugra | xii) AP Anuradha |
| iv) AP Vipan | xiii) Dr. Sahel |
| v) AP Virek | xiv) AP Nemi |
| vi) Dr. Meenakshi | xv) AP Atul |
| vii) Dr. Deep | xvi) Dr. Diwaker |
| viii) Dr. Bivinder | xvii) Dr. Tanvir |
| ix) Dr. Shailza | xviii) Dr. Kera |
| x) Pr. Dhanbir | xix) Dr. Renu Dugra |
| | xx) Dr. Kamlesh |

Minutes of the meeting

Coordinator of QAC informed the members of cell that SAR of the college for the session 2024-25 has been sent to chairman of the zonal committee & has also been uploaded on the website of the College. He then welcomed the members of ERP committee & Heads of various departments present in the meeting.

After deliberations, it was resolved that -

- i) all the HODs, will update the information related to their department such as profile of the staff, their achievements during the session

All were further asked to upload at least one gallery photograph and related documents in support of the activities carried out by them including news clipping.

All the conveners of cells / clubs / NCC / NSS / Rover & Ranger / Red ribbon club were also asked to do the same.

It was also decided to maintain e-records of all such activities through e-file. (No register is required)

On the request of some faculty members, ERP committee agree to arrange a workshop training of faculty members through video regarding updation of the website.

All HODs were asked to formulate some plan to know the progression of students of outgoing classes.

The meeting ended with vote of thanks to Principal who chaired the meeting.

(Signature)
(Coordinator)

(Signature)
Principal

A meeting of IOAC was held today, i.e., 02/03/2020 at 3:00 pm in the office of Principal. Agenda of the meeting is SAR.

Following members were present in the meeting

1. Singh
2. BTW
3. ...
4. ...
5. ...
6. ...
7. ...
8. ...
9. ...
10. ...
- N. Kiran

Minutes of the meeting

Members of IOAC were informed that now ~~an~~ evaluation of self assessment report of all the institutions will be done in Directorate of Higher Education instead of a zonal/cluster committees constituted by chairpersons of respective zone.

Therefore, all the members of different criteria were asked to make the link

for supporting documents of various parameter in their criterion upto 6th March as per the email received from DHE and send the same to coordinator. For making ^{link} active, it was decided to create a new email id of DHE and same may be used to for making links so that supporting relevant documents are visible on the website of the college. Dr Tanbir and AP Verole were asked to provide ~~technical~~ technical help to those members who don't know how to create links. The meeting ended with vote of thanks.

Xgman/
(Coordinator)

c/s principal

A meeting of sub committees of IQAC for SAR

was held today, i.e., 08.12.25 at 2:00 pm in the

conference hall. Following members were present in the meeting:-

1. Dr. Ajay Thakur (Chairman)
2. Dr. Anuradha Sharma
3. Dr. (Renu Dogra)
4. Mr. (Manisha)
5. (Kamlesh)
6. Ravin (Program Officer)
7. Dr. Mr. Manish
8. Prof. Virek
9. Prof. Vipin
10. Dr. Tanvi Singh

Minutes of the meeting

All the members of sub-committees of Self Assessment

& Report gave presentation about their criterion.

Members of subcommittees were asked to finalize the details of their criterion and submit the same to coordinator for final submission compilation.

IQAC coordinator informed the members that a letter has been received from PRO, H.P. University vide letter no. 1-28/03-HPU/PRO dt 4/12/2025. H.P. University has asked the college to supply the information as per given proforma w.e.f 01/7/2024-30/6/2025. The information is to be provided under mentioned four criteria.

Dr. Ajay Thakur asked Dr. AP Manisha, Dr. Kamlesh, Dr. Atul & Dr. Diwakar to collect the relevant

data and send the same to coordinator before 10th December, 2015 so that required information for annual report of the university can be sent before the last date, i.e. 15/12/2015. The meeting ended with vote of thanks.

Sqman
(Coordinator)

Plu
C/s (Principal)