



# GOVT. COLLEGE BAUND KALAN

(CHARKHI DADRI)

Phone: 01250-242754

Pin: 127025

Memo - GCEBK / 2020 / 155599

Dated: 29/01/2020

## IQAC meeting with Non Teaching Staff Notice

A meeting of the IQAC with Non-Teaching staff members will be held in the Principal office on 01/02/2020 at 03:00 p.m. to discuss various issues during the session 2019-20. All the worthy members of the Non-teaching Staff are requested to attend the meeting.

SN	Name of Official	Designation	Signature
1	Dr. Archana Kumari, Assistant Professor	Coordinator	<i>Dr. Archana</i>
2	Dr. Sumitra Bairagi, Assistant Professor	Member	<i>Narain</i>
3	Smt. Naveen Kumari, Assistant Professor	Member	<i>Naveen</i>
4	Smt. Anita Assistant Professor	Member	<i>Vikas</i>
5	Sh. Vikas, Member	Member	<i>R.S. Panwar</i>
6	Sh. Rasturdeep	Alumni	<i>Rasturdeep</i>
7	Dr. Suman Bamal, Assistant Professor	External Member	<i>Dr. Suman</i>
8	M/s. Bhawna, Student (B.C om.-1)	Member	<i>Bhawna</i>
9	Sh. Ramesh Student Parents	Member	<i>Ramesh</i>
10	Sh. Ashok Kumar,	Deputy Superintendent	<i>Ashok</i>
11	Sh. Mahesh Sharma	Restorer	<i>Mahesh</i>
12	Smt. Shukhdarshan	Clerk	<i>Shukhdarshan</i>
13	Sh. Narender Kumar	ILA	<i>Narender</i>
14	Sh. Lakshmi Ram	LA	<i>Lakshmi</i>
15	Sh. Ranbir	Laboratory Attendant	<i>Ranbir</i>
16	Sh. Naveen	Computer Attendant	<i>Naveen</i>
17	Sh. Manjit	Clerk	<i>Manjit</i>
18	Sh. Sonu Sharma	Steno-Typist	<i>Sonu Sharma</i>

### Non Teaching Agenda:-

1. Approval of minutes of previous meeting.
2. Discuss the training programme and other additional qualification acquired by Non-Teaching Staff.

Coordinator

*29/01/20*

*29/01/20*  
Principal

Principal College  
Govt. College Baund Kalan (Ch. Dadri)  
Baund Kalan (Ch. Dadri)

Copy to, Notice board

Copy to Dr. Suman Bamal, Sh. Rasturdeep, Sh. Ramesh

E-mail: principalbaundkalan@gmail.com



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Phone: 01250-242754

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Memo No.: GCBK/2020/13-54


Dated: 29/01/2020

सेवा में

प्राचार्य  
राजीव गाँधी राजकीय महिला महाविद्यालय  
भिवानी।


विषय: डॉ० सुमन, सहायक प्रोफेसर (वाणिज्य) को IQAC की मीटिंग के लिए भेजने बारे।

उपर्युक्त विषय के सन्दर्भ में आपको लिखा जाता है कि डॉ० सुमन, सहायक प्रोफेसर (वाणिज्य) इस महाविद्यालय की IQAC कमेटी की बाह्य सदस्य है तथा उक्त कमेटी की दिनांक 01/02/2020 अपराह्न 02:00 बजे मीटिंग होनी सुनिश्चित हुई है। अतः आपसे अनुरोध है कि डॉ० सुमन, सहायक प्रोफेसर (वाणिज्य) को दिनांक 01/02/2020 को होनी वाली मीटिंग में भाग लेने के लिए इस महाविद्यालय में भेजने का कष्ट करें।

  
प्राचार्य  
राजीव गाँधी राजकीय महिला  
बौन्द कलां (च० दादरी)

पृष्ठांक सम एवं दिनांक

उपर्युक्त की एक प्रति डॉ० सुमन, सहायक प्रोफेसर (वाणिज्य), राजीव गाँधी राजकीय महिला महाविद्यालय, भिवानी को सूचनार्थ हेतु प्रेषित है।

  
29/01/2020  
Principal  
Govt. College  
Baund Kalan (Ch. Dadri)

E-mail: principalbaundkalan@gmail.com

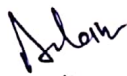
To


Mr. Rastradeep  
Advocate Bhiwani

Memo No - GC BK / 2020 / 154 A  
Dated 29 / 11 / 2020

**Subject:- Including Mr. Rastradeep as on Alumni member IQAC of the College.**

Refers to the subject cited above college require/need your participation of the IQAC Committee as an alumni member so you are requested to give you concern in this matter.

  
Co-ordinator

  
Principal  
Govt College  
Baund Kalan  
Baund Kalan (Ch. Dadri)





# GOVT. COLLEGE BAUND KALAN

(CHARKHI DADRI)

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Memo / GcBK/2020/121(A)

Dated: 01/02/2020

## IQAC meeting with Non Teaching Staff

### Minutes of Meeting

1. The minutes of last meeting has been approved.
2. Creation of data base or profile of all the Non- Teaching staff, both sanctioned and college post.
3. The members suggested that training program/ orientation attended by the staff and any other additional qualification acquired by staff should be added in the profile format for the Non-Teaching staff.

Since no other matter came-up for discussion, the meeting ended with a vote of thanks to and from the chairperson.

The following members were present in the meeting:

SN	Name of Official	Designation	Signature
1	Dr. Archana Kumari, Assistant Professor	Coordinator	<i>[Signature]</i>
2	Dr. Sumitra Bairagi, Assistant Professor	Member	<i>[Signature]</i>
3	Smt. Naveen Kumari, Assistant Professor	Member	<i>[Signature]</i>
4	Smt. Anita Assistant Professor	Member	<i>[Signature]</i>
5	Sh. Vikas	Member	<i>[Signature]</i>
6	Sh. Rastrdeep	Member	<i>[Signature]</i>
7	Dr. Suman Bamal , Assistant Professor	External Member	<i>[Signature]</i>
8	Ms. Bhawna, Student (B.Com.-1)	Member	<i>[Signature]</i>
9	Sh. Ramesh Student Parents	Deputy Superintendent	<i>[Signature]</i>
10	Sh. Ashok Kumar	Restorer	<i>[Signature]</i>
11	Sh. Mahesh Sharma,	Clerk	<i>[Signature]</i>
12	Smt. Shukhdarshan	JLA	<i>[Signature]</i>
13	Sh. Narender Kumar	LA	<i>[Signature]</i>
14	Sh. Lakhmi Ram	Laboratory Attendant	<i>[Signature]</i>
15	Sh. Rambir	Computer Attendant	<i>[Signature]</i>
16	Sh. Naveen	Clerk	<i>[Signature]</i>
17	Sh. Manjit	Steno-Typist	<i>[Signature]</i>
18	Sh. Sonu Sharma		<i>[Signature]</i>

*[Signature]*  
01/02/20  
Coordinator

*[Signature]*  
01/02/20  
Principal  
Govt. College  
Baund Kalan (Ch. Dadri)

E-mail: principalbaundkalan@gmail.com



memo No / GCBA / 2020 / 121/A

Dated: 01/02/2020

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

## Minutes of Meeting

Minutes of the meeting of Internal Quality Assurance Cell (IQAC) held on 01/02/2020 at 02:00 p.m. in the principal office. The following Members were Present.

1. Completion of parameters of NAAC given by CMGGA  
The chairperson asked the Convener of NAAC committee of the college to complete all the seven parameters given by CMGGA and report of NAAC will timely be submitted to CMGGA.
2. Planning of Cultural Programme  
The Chairperson asked the convener of Cultural committee of the college to plan the cultural activities for students for their overall development/ personality development for the current academic session.  
There being no other point to discuss, the meeting ended with a vote of thanks.

SN	Name of Official	Designation	Signature
1	Dr. Archana Kumari, Assistant Professor	Coordinator	
2	Dr. Sumitra Bairagi, Assistant Professor	Member	
3	Smt. Naveen Kumari, Assistant Professor	Member	
4	Smt. Anita Assistant Professor	Member	
5	Sh. Vikas	Deputy Superintendent	
6	Sh. Ashok Kumar	External Member	
7	Dr. Suman Bamal , Assistant Professor	Alumni	
8	Sh. Rastrdeep	Member	
9	Miss Maninder Kaur Walia, Assistant Professor	Member	
10	Ms. Bhawna, Student (B.Com.-1)	Member	
11	Sh. Ramesh Student Parents	Member	

01/02/20  
Coordinator

01/02/20  
Principal  
Govt College  
Baund Kalan (Ch. Dadri)

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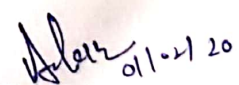
Dated: 01/02/2020

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### ACTION TAKEN REPORT

For the meetings organized in the session 2019-20

1. It was decided to set up on IQAC office and the same has been set up in computer Lab No. 1.
2. All the departmental and extension activities as planned have already been organized.
3. Various suggestions were received like faculty members should be encouraged to participate in research activities some steps were suggested to increase the students enrollment.
4. The use of computers was substantially in the office work.
5. The work was already started on all the seven parameters of NAAC as guided by CMGGA.
6. As planned, various cultural activities were organized under the aegis of cultural committee.

  
01.02.20  
IQAC Coordinator  
Govt College  
Baund Kalan (Ch. Dad)

E-mail: principalbaundkalan@gmail.com