



# Manohar Memorial (P.G.) College, Fatehabad-125050

मनोहर मैमोरियल स्नातकोत्तर महाविद्यालय, फतेहाबाद-125050

Recognized by Higher Education Department, Panchkula, Haryana  
Govt. Aided College Affiliated to C.D.L.U., Sirsa

Dated: 03.09.2022

## Minutes and Action Taken Report of Meeting held on 03.09.2022

### Members Present

1. Dr. Gurcharan Dass, Chairperson
2. Dr. Meenakshi Kohli, Associate Prof. of Hindi
3. Mrs. Jyoti Nagpal, Associate Prof. of Home Science
4. Mrs. Pratibha Makhija, Associate Prof. of English
5. Dr. Robin Anand, Coordinator, NAAC
6. Dr. Surender Pal Singh, Associate Prof. of History
7. Dr. Vijay Goyal, Co-Ordinator IQAC
8. Sh. Sunil Choudhary, Member, M.M. Education Society, Fatehabad
9. Sh. S.S. Malhotra, Administrative Officer
10. Mrs. Anu Jindal, Clerk
11. Mr. Avinash, Student
12. Dr. Vikesh Sethi, Alumni
13. Ms. Preet Kaur, Stakeholder
14. Mr. Pankaj Sethi, Stakeholder

### **Minutes:**

IQAC Chairperson Dr. Gurcharan Dass, Principal, Manohar Memorial (PG) College welcomed all members of the IQAC. He informed the members present that the agenda and minutes of the meeting were being documented with official signatures as per the guidelines of the UGC.

### **Items on Agenda were discussed as under: -**

#### **1 - To consider and approve Minutes and Action Taken Report on the decisions taken in the previous meeting of IQAC held on 07.05.2022**

Considered the Minutes and action taken report of IQAC held on 07.05.2022 and resolved that the minutes and Action Taken Report of the meeting be confirmed.

#### **2 - To organize Workshops on Yoga and Meditation for Students**

Members of IQAC suggested that department of Physical Education and Yoga should organize a one-week Workshop on Yoga and meditation.



### **3-To host inter college State level Boxing Championship**

House decided that college should send a proposal to host state level inter college Boxing Championship sponsored by Directorate of Higher Education, Haryana

### **4. To organize State/National level Seminars**

House decided that college should send a proposal to organize national level multi-disciplinary seminar/ conference sponsored by directorate of Higher Education, Haryana

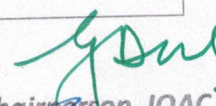
### **5. Any other point(s) with the permission of the Chair.**

Members of IQAC suggested that On Teacher Day (5th September 2023), College will invite the retired Teachers of college and honour them.

### **Action Taken Report**

*To implement the decisions of the IQAC meeting held on 03.09.2022, following actions were taken.*

<b>Sr. No.</b>	<b>Decision</b>	<b>Action Taken</b>
<b>1</b>	<b>Workshops on Yoga and Meditation for Students</b>	One week workshop on Yoga and Meditation was organized from 14.11.2022 to 19.11.2022. Two Day workshop on Yoga was organized by Swami Vivekanand Youth Cell on 11.11.2022 - 12.11.2022
<b>2</b>	<b>Inter college State level Boxing Championship</b>	State level inter college Boxing Championship sponsored by DGHE, Haryana was organized on 11 <sup>th</sup> -15 <sup>th</sup> October 2022
<b>3</b>	<b>State/National level Seminars</b>	Proposal to organize Two National level multi-disciplinary seminar/ conference sponsored by Directorate of Higher Education, Haryana was sent
<b>4</b>	<b>Teachers' Day Celebration</b>	On Teacher's Day 5th September 2022, College invited the retired teachers of college and honoured by college.

  
Chairperson, IQAC





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Dated: 29.11.2022

## Minutes and Action Taken Report of Meeting held on 29.11.2022

### Members Present

1. Dr. Gurcharan Dass, Chairperson
2. Dr. Meenakshi Kohli, Associate Prof. of Hindi
3. Mrs. Jyoti Nagpal, Associate Prof. of Home Science
4. Mrs. Pratibha Makhija, Associate Prof. of English
5. Dr. Robin Anand, Coordinator, NAAC
6. Dr. Surender Pal Singh, Associate Prof. of History
7. Dr. Vijay Goyal, Co-Ordinator IQAC
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9. Sh. S.S. Malhotra, Administrative Officer
10. Mrs. Anu Jindal, Clerk
11. Mr. Naveen Kumar, Alumni
12. Mr. Avinash, Student
13. Dr. Vikesh Sethi, Alumni
14. Sh. Ramesh Jindal, Industrialists
15. Ms. Preet Kaur, Stakeholder

### Minutes:

IQAC Chairperson Dr. Gurcharan Dass, Principal, Manohar Memorial (PG) College welcomed all members of the IQAC. He informed the members present that the agenda and minutes of the meeting were being documented with official signatures as per the guidelines of the UGC.

### Items on Agenda were discussed as under: -

1. To consider and approve Minutes and Action Taken Report on the decisions taken in the previous meeting of IQAC held on 03.09.2022

Considered the Minutes and action taken report of IQAC held on 03.09.2022 and resolved that the minutes and Action Taken Report of the meeting be confirmed.

2. To discuss about participation in University Youth Festival

The members of IQAC discussed about preparedness and workshop of participants of University Youth festival to be held in December 2022, hosted by Ch. Devi Lal University, Sirsa.



**3. To discuss about submission of AQAR 2021-22 and NAAC Accreditation**

The members of IQAC discussed about AQAR of the session 2021-22 and suggested that workshop for teachers can be organized for college to be accredited by NAAC.

**4. To discuss about National Conference in Mathematics, Computational and Physical Science.**

The members of IQAC discussed and decided that due to participation in youth festival and examination in December 2022, National conference may be postponed February.2023

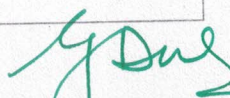
**5. Any other point(s) with the permission of the Chair.**

The members of IQAC suggested that a workshop of at least two weeks may be organized by Rajiv Gandhi Library of college.

**Action Taken Report**

To implement the decisions of the IQAC meeting held on 29.11.2022, following actions were taken.

Sr. No.	Decision	Action Taken
1	Participation in University Youth Festival	College participated in University Youth Festival and won overall Trophy, Theatre and Music trophies and got second position in Inter University National.
2	Submission of AQAR 2021-22 and workshop on NAAC Accreditation.	Two Days Workshop on NAAC Accreditation was organized by IQAC in collaboration with MM College of Education on 20 <sup>th</sup> -21 <sup>st</sup> Feb 2023.
3	Discussion about National Conference in Mathematics, Computational and Physical Science	Due to participation in youth festival and examinations in December 2022, National conference was postponed to 15.02.2023
4	Workshop by College Library	15 Days workshop on IQLEP was organized by College Library from 21.11.2022 to 05.01.2023

  
Chairperson, IQAC



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**Recognized by Higher Education Department, Panchkula, Haryana  
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**Dated: 08.02.2023**

## **Minutes and Action Taken Report of Meeting held on 08.02.2023**

### **Members Present**

1. Dr. Gurcharan Dass, Chairperson
2. Dr. Meenakshi Kohli, Associate Prof. of Hindi
3. Mrs. Pratibha Makhija, Associate Prof. of English
4. Dr. Robin Anand, Coordinator, NAAC
5. Dr. Surender Pal Singh, Associate Prof. of History
6. Dr. Vijay Goyal, Co-Ordinator IQAC
7. Sh. Sunil Choudhary, Member, M.M. Education Society, Fatehabad
8. Ms. Anu Jindal, Clerk
9. Mr. Naveen Kumar, Alumni
10. Mr. Avinash, Student
11. Dr. Vikesh Sethi, Alumni
12. Sh. Ramesh Jindal, Industrialists
13. Ms. Preet Kaur, Stakeholder

IQAC Chairperson Dr. Gurcharan Dass, Principal, Manohar Memorial (PG) College welcomed all members of the IQAC. He informed the members present that the agenda and minutes of the meeting were being documented with official signatures as per the guidelines of the UGC.

### **Items on Agenda were discussed as under: -**

1. **To consider and approve Minutes and Action Taken Report on the decisions taken in the previous meeting of IQAC held on 29.11.2022**

Considered the Minutes and action taken report of IQAC held on 29.11.2022 and resolved that the minutes and Action Taken Report of the meeting be confirmed.

2. **To discuss about National Conference to be held on 15.02.2023**

The members of IQAC were satisfied with efforts and their preparedness of organizing Team and were given best wishes.



**3. To conduct Extension activities by Placement Cell and other departments of college.**

The members of IQAC suggested that Extension lecture, Job Placement fair and Skill oriented workshop should be organized by various cell/clubs of college.

**4. To organize a Cultural event and Alumni Meet**

The members of IQAC suggested that to obtain feedback from stakeholders Alumni Meet and Cultural event may be organized.

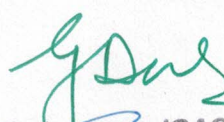
**5. Any other point(s) with the permission of the Chair.**

Members of IQAC suggested that programmes on prevention of Drug Addiction in Youth to make aware the students should be organized by YRC of college.

**Action Taken Report**

To implement the decisions of the IQAC meeting held on 08.02.2023, following actions were taken.

Sr. No.	Decision	
1	National Conference to be held on 15.02.2023	One Day National Conference on Research, Innovations and Practices in Mathematical, Computational and Physical Sciences Was organized on 15.02.2023 & Proceedings were published with ISBN
2	Extension activities by Placement Cell and other departments of college	Extension Lectures, Placement drives and Workshop were arranged by placement Cell, Home Science and other departments.
3	Cultural event and Alumni Meet	On 13th April 2023 a cultural programme Jashan-e-Vaishakhi and Alumni meet were organized by college
4	Workshop On Drug Addiction	Two Day workshop sponsored by DGHE Haryana on Drug Addiction: An Abuse was organized by Youth Red Cross on 21 <sup>st</sup> -22 <sup>nd</sup> March 2023.

  
Chairperson, IQAC





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Dated: 20.05.2023

## Minutes and Action Taken Report of Meeting held on 20.05.2023

### Members Present

1. Dr. Gurcharan Dass, Chairperson
2. Dr. Meenakshi Kohli, Associate Prof. of Hindi
3. Mrs. Jyoti Nagpal, Associate Prof. of Home Science
4. Dr. Robin Anand, Associate Prof. of Commerce
5. Dr. Surender Pal, Associate Professor of History
6. Sh. Vinod Kumar, Assistant Prof. of Commerce
7. Sh. S.S. Malhotra, Administrative Officer
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14. Dr. Vijay Goyal, Coordinator, IQAC

### Minutes:

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### Items on Agenda were discussed as under: -

1. To consider and approve Minutes and Action Taken Report on the decisions taken in the previous meeting of IQAC held on 08.02.2023

Considered the Minutes and action taken report of IQAC held on 08.02.2023 and resolved that the minutes and Action Taken Report of the meeting be confirmed.

2. To discuss about submission of AQAR 2021-22.

Members of IQAC suggested that IQAC of college should submit the AQAR of session 2021-22 before/ on last date of submission.



**3. To discuss admission process of new session 2023-24**

Members of IQAC resolved that college will follow the instructions by DGHE regarding implementation of NEP 2020 and thereafter that will introduce new programmes in college.

**4. To discuss about actions to be taken out on feedback by Alumni, stakeholders planning about new session**

Members of IQAC discussed about feedback received from stakeholders and suggested to implement from session 2023-24

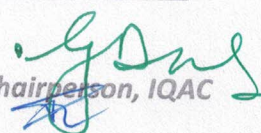
**5. Any other point(s) with the permission of the Chair.**

To celebrate World Environment Day, Bicycle rally may be organized by NSS, NCC of the college and it can be continued every month for awareness of people

**Action Taken Report**

To implement the decisions of the IQAC meeting held on 20.05.2023, following actions were taken.

Sr. No.	Decision	
1	Discussion about Activities conducted by Subject Societies and clubs in college	Activities carried out by various subject societies /clubs were uploaded on ERP portal of DGHE, Haryana
2	Submission of AQAR 2021-22.	AQAR of Session 2021-22 was uploaded by IQAC on 30 <sup>th</sup> July 2023.
3	Feedback by Alumni, stakeholders in planning about new session	Feedback received from Stakeholders, Students and Alumni were incorporated in session 2023-24.
4	Celebration of World Environment Day	Bicycle rallies organized by NSS (Boys& Girls Unit) and Department of Environment Science on World Environment Day.

  
Chairperson, IQAC