

IQAC
Academic Session 2025-26



GOVERNMENT DEGREE COLLEGE DARLAGHAT
DISTRICT SOLAN, H.P. 171102

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No. EDN-GDC-DLG-(E-14)/20
O/o the Principal
Govt. Degree College
Darlaghat, Distt. Solan (HP)
Dated: Darlaghat 171102,

31st July, 2025

Office Order

The Internal Quality Assurance Cell (IQAC) is hereby constituted for the session 2025-26 under the chairmanship of the undersigned.

Sr. No.	Name	Designation	Contact No.	Email id
1	Mr. Puneet Thakur	Coordinator	8544746351	thakurpuneet50@gmail.com
2	Ms. Bhuvika Sharma	Member	9459812599	bhuvika8sharma@gmail.com
3	Ms. Rachna Tanwar	Member	8894176755	rachnatanwar1997@gmail.com
4	Dr. Mast Ram	Stakeholder and Educationist	9418037599	mastram.sml@gmail.com
5	Sh. I.D. Sharma	Superintendent	8894017700	Ishwarsharma73@gmail.com
6	Sh. Mohan Lal	NGO	7876703292	Mohanjvss6@gmail.com
7	Ms. Preeti Sharma	Alumna	9317430878	pskaushal878@gmail.com
8	President CSCA	Student	Yet to be elected	


IQAC
Coordinator


Principal
Govt. Degree College
GDC Darlaghat
Darlaghat, Distt. Solan (H.P.)

Academic Session 2025-26

Meeting Minutes

Date: 26th August 2025

Venue: Principal Office

Time: 2:00 PM

The first meeting of the Internal Quality Assurance Cell (IQAC) for the academic session 2025-26 was held on 26th August 2025 under the chairpersonship of the Principal. The meeting commenced with a welcome address by the Chairperson, who emphasized the importance of quality enhancement and sustained institutional development.

Action Taken Report (ATR)

(Based on the IQAC Meeting held on 9th may 2025)

- The feedback performa for various stakeholders, including students and parents, was reviewed. Necessary modifications were incorporated and the revised feedback forms were finalized for implementation.
- The Internal Academic Audit for the academic session 2024-25 was conducted by the designated committee. The committee reviewed departmental academic activities and submitted its report to the IQAC.
- It was decided that the Green Audit for the academic session 2024-25 will be conducted in **September 2025** to assess environmental practices and sustainability initiatives of the institution.
- Efforts were initiated to strengthen the Old Students Association (OSA). Alumni were contacted and steps were taken to encourage their participation in institutional activities.

Agenda and Resolutions

1. Conduct of Quarterly Meetings

The IQAC resolved that quarterly meetings shall be conducted regularly as per the pre-approved schedule to ensure continuous monitoring and effective implementation of quality initiatives.

2. Diversification of IQAC Activities

It was resolved that IQAC shall diversify its activities during the academic session 2025-26. The annual action plan will focus on inclusive participation by involving all stakeholders, including students, teachers, ministerial staff, alumni, and members of the community, to promote holistic institutional development.

3. Review and Finalization of Feedback Forms

The Cell decided to constitute a committee to review the existing feedback forms. The committee will examine the structure and content of the feedback formats and suggest necessary modifications. The IQAC will finalize the revised feedback forms after due consideration of the committee's recommendations.

4. Timely Submission of ACR Forms

The IQAC resolved to ensure the timely filling and submission of Annual Confidential Reports (ACRs) of all staff members. Proper monitoring mechanisms will be established to avoid delays and ensure procedural compliance.

5. Orientation Meeting on ACR Documentation

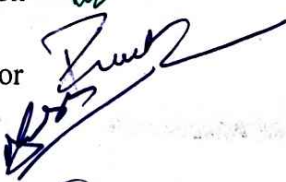
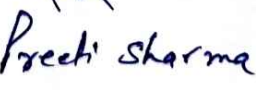
It was further decided that a special meeting shall be organized to discuss the various components and columns of the ACR forms. The session will guide staff members on the correct and systematic procedure for filling out the forms.

6. Submission of Proposals for Academic Events

The IQAC resolved to prepare and submit proposals for organizing seminars and conferences during the academic session. Financial assistance will be sought from reputed funding agencies such as the Indian Institute of Advanced Study (IIAS), Indian Council of Social Science Research (ICSSR), Indian Council of Philosophical Research (ICPR), and Indian Council of Historical Research (ICHR).

The meeting concluded with a vote of thanks presented by Mr. Puneet Thakur, Coordinator, (IQAC).

The following members attended the meeting:

Dr. Ruchi Ramesh	Chairperson	
Mr. Puneet Thakur	Coordinator	
Ms. Bhuvika Sharma	Member	
Ms. Rachna Tanwar	Member	
Sh. ID Sharma	Superintendent	
Ms. Preeti Sharma	Alumna	


Puneet Thakur
Coordinator (IQAC)


Principal
GDC Darlaghat
Govt. Degree College
Darlaghat, Dist. Solan (H.P.)

Minutes of the Meeting

Dated : 27th - NOV - 2025

The meeting of IQAC was held in the office of the Principal today i.e. on 27th Nov 2025 at 2:30 pm. The meeting was chaired by Dr. Ruchi Ramesh, Principal of the College.

Action Taken Report :-

Based on the recommendations of the IQAC meeting held on 26th Aug 2025 The following actions were reported :->

1. The Schedule for quarterly IQAC meetings has been prepared and circulated to all members to ensure regular review and monitoring of Institutional Activities.
2. An Annual Action has been drafted with emphasis on Inclusive participation of all stakeholders, including Students, Faculty, Non-teaching Staff, alumni and Community members.
3. A Committee has been constituted to review and revise Stakeholders feedback forms. The Committee is currently Enamoring the formats and will Submit recommendations for final approval. (Submitted)
4. Instructions have been issued to all staff members regarding timely submission of ACR's. and all members have submitted the Same.

5. Orientation/ meeting was Scheduled to guide Staff members on proper filling of AR forms and related documentation procedures.

6. Departments have prepared proposals for Seminars & Conferences. Efforts are made to seek financial assistance from agencies such as IAS, ICSSR, ICPR & ICHR.

The agenda items for the meeting were as follows:->

1. Organisation of workshop on Service Rules
2. Support to Academic Star Group
3. Expansion of Stakeholder Feedback Mechanism
4. Review of Departmental Action Plans (2025-26)
5. Counselling Session through Women Cell
6. Educational Exposure for Students.

1. The Iqdc will organise a workshop on Service Rules for both Teaching & Non-Teaching Staff to enhance awareness regarding institutional & government regulations.

2. Support to Academic Star Group - The Iqdc Coordinator will provide necessary inputs & guidance to strengthen the functioning of the Academic Star Group.

3. It is proposed to include feedback from an additional Stakeholder Category from the current academic session to further strengthen the feedback system.

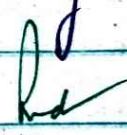
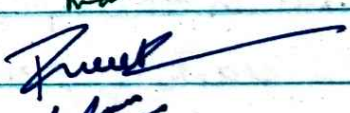
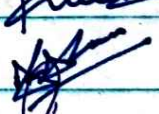
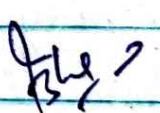
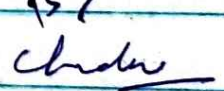
4. The IQAC will review the implementation Status of Departmental action plans for the academic session 2025-26.

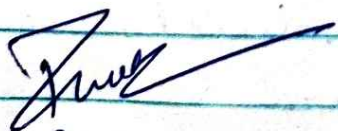
5. The IQAC will recommend the women cell to organise a Counselling Session for Students to address their academic, personal & Social Concerns.

6. The IQAC will Suggest Organising an educational tour outside the Local area to provide Students with broader Exposure and Experiential Learning opportunities.

The meeting ended with the vote of thanks by Mr. Puneet Thakur (Coordinator, IQAC)

The following members attended the meeting:-

- | | | |
|----------------------|----------------|---|
| 1. Dr. Ruchi Rameeth | Chairperson |  |
| 2. Mr. Puneet Thakur | Coordinator |  |
| 3. Ms. Bhumi Sharma | Member |  |
| 4. Ms. Rachna Tanwar | Member |  |
| 5. Sh. ID Sharma | Superintendent |  |
| 6. Chandan Sharma | President CSCA |  |



PUNEET THAKUR
Coordinator (IQAC)



Principal
Govt. Degree College
Darlaghat, Dist. Solan (H.P.)

Meeting Minutes

Dated: - 23, Feb, 2026

venue: - Principal office

Time: - 2:00 PM

A meeting of IQAC was held under the chairmanship of Dr. Ruchi Ranesh, Principal. The following members attended the meeting :->

- | | | |
|-----------------------|----------------|----------------|
| 1. Dr. Ruchi Ranesh | Chairperson | <u>Ruchi</u> |
| 2. Mr. Puneet Thakur | Co-ordinator | <u>Puneet</u> |
| 3. Ms. Bhumi Sharma | member | <u>Bhumi</u> |
| 4. Ms. Raksha Tanwar | member | <u>Raksha</u> |
| 5. Sh. ID Sharma | Superintendent | <u>ID</u> |
| 6. Ms. Chandan Sharma | President CSCA | <u>Chandan</u> |

Action Taken Report :-

(Based on the IQAC meeting held on 27th Nov 2025)

- > It was decided that a workshop on Service Rules will be organised in the upcoming academic session for the benefit of the teaching & non-teaching staff.
- > Necessary support and guidance were provided to the Academic Star Group to encourage academic Excellence and Student participation in various activities.
- > After discussion with parents & Students, it was decided that feedback from Teachers will also be included in the feedback mechanism from this year onwards.

- Departmental action plans for the session 2025-26 were reviewed, and departments were advised to implement the planned activities effectively.
- The women Cell organised Counselling Sessions for the Students to promote awareness, well-being, and personal development.
- Educational Exposure activities, including visits and academic enrichment programmes, were planned to enhance Students' Learning Experiences.

The agenda items for the meeting were as follows: →

1. Feedback to Students Based of MTT performance & Guidance to Academic Star Group.
2. Organisation of Remedial classes for weak Students
3. Responsibilities of the Time-Table Committee
4. Iqac Initiative for providing books to Students.

1. The Committee will review the mid-Term Test (MTT) results and discuss providing constructive feedback to Students. Special attention will be given to the Academic Star Group, with guidance & instructions aimed at improving academic performance & maintaining Excellence.

2. The Committee will discuss measures to Support academically weak Students through remedial classes. Departments will be encouraged to identify such Students and provide additional academic assistance.

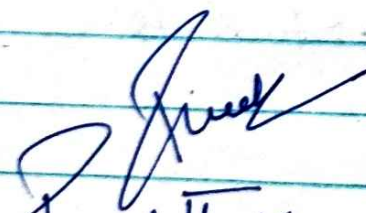
3. The time table Committee will be entrusted with carrying out the necessary tasks & ensuring timely implementation of sessions.

4. The IQAC will discuss ways to assist Students who do not possess the required textbooks & Study materials. The IQAC may Explore Support through the library, book bank or other available resources.

It was agreed that the IQAC will oversee the timely implementation of these recommendations. Progress of these recommendations will be reviewed in the next meeting.

Vote of thanks

The meeting ended with a vote of thanks presented by Mr. Puneet Thakur (Coordinator, IQAC)


Puneet Thakur
Co-ordinator, IQAC


Principal
Govt. Degree College
Darlaghat, Dist. Solan (H.P.)

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Dated: 10 May 2026

A meeting of IQAC was held under the chairmanship of Dr. Ruchi Ramesh, Principal. The following members attended the meeting:-

Dr. Ruchi Ramesh
Mr. Puneet Thakur
Ms. Bhuvi Sharma
Ms. Rachna Tanwar
Sh. ID Sharma
President CSCA

Chairperson
Coordinator
Member
Member
Superintendent
Student

[Handwritten signatures and initials corresponding to the roles listed above]

Action Taken Report (ATR) (based on the IQAC Meeting held on 23-02-2026)

1. Feedback to Students Based on MTT Performance and Guidance to Academic Star Group

Departments reviewed the Mid-Term Test (MTT) results and provided individual feedback to students to help them identify their strengths and areas requiring improvement. Faculty members also conducted focused mentoring sessions for students identified under the Academic Star Group, offering additional academic guidance and revision support to enhance their performance in the University examinations.

2. Organisation of Remedial Classes for Weak Students

Based on the analysis of MTT performance, departments organized remedial classes for academically weak students. Additional teaching sessions and revision classes were conducted to strengthen conceptual understanding and improve examination preparedness. The progress of the students was monitored through regular interaction with mentors and subject teachers.

3. Responsibilities of the Time Table Committee

The Time Table Committee ensured the smooth implementation of the academic schedule by making necessary adjustments to accommodate remedial classes, enrichment sessions, and other academic activities. Continuous coordination with departments facilitated the timely execution of decisions taken by the IQAC.

4. IQAC Initiative for Providing Books to Students

The IQAC coordinated with the College Library and departments to identify students who were unable to purchase prescribed textbooks. Such students were provided access to library resources, while faculty members supplemented learning through study material, reference books, and digital resources to ensure uninterrupted academic support.

The agenda Items for the meeting were as follows:

- Review of Academic Session 2025–26
- Review of Departmental Action Plans
- Preparation for Collection of Feedback from Students, Teachers, and Parents
- Planning for Conduct of Academic Audit and Green Audit for the Academic Session 2025–26
- Planning for the Academic Session 2026–27
- Any Other Item with the Permission of the Chair

1. Review of Academic Session 2025–26

The IQAC will review the major academic, co-curricular and quality enhancement activities undertaken during the academic session. Departments will present a brief summary of their achievements and significant initiatives.

2. Review of Departmental Action Plans

The implementation status of departmental action plans for the session 2025–26 will be reviewed. Departments will highlight completed activities and submit recommendations for improving future action plans.

3. Preparation for Collection of Stakeholder Feedback

The committee will discuss the schedule and process for collecting feedback from students, teachers, and parents for the academic session 2025–26. Emphasis will be placed on ensuring systematic collection and analysis of feedback for institutional quality enhancement.

4. Planning for Academic Audit and Green Audit

The IQAC will deliberate on the preparation and conduct of the Academic Audit and Green Audit for the academic session 2025–26. Responsibilities for data collection, documentation, and coordination will be assigned to the concerned committees to facilitate the timely completion of the audits.

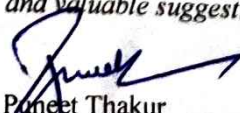
5. Planning for the Academic Session 2026–27

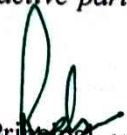
The committee will initiate discussions on the preparation of departmental action plans and quality initiatives for the forthcoming academic session. Departments will also be encouraged to propose academic, co-curricular, and faculty development activities for inclusion in the annual institutional calendar.

6. Any Other Item with the Permission of the Chair

Any matter related to academic administration and institutional quality enhancement may be taken up with the permission of the Chair.

The meeting concluded with a vote of thanks to the Chair, who appreciated the active participation and valuable suggestions of all the members.


Puneet Thakur
Coordinator (IQAC)


Principal ..
GDC Darlaghat
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