

GOVERNMENT
DEGREE COLLEGE (WOMEN) KUPWARA

Minutes of Meeting (Advisory Committee/Development Committee)

Agenda: DPR for Boundary wall and Gate

Date: 19th May 2021

Venue: Principal Chamber

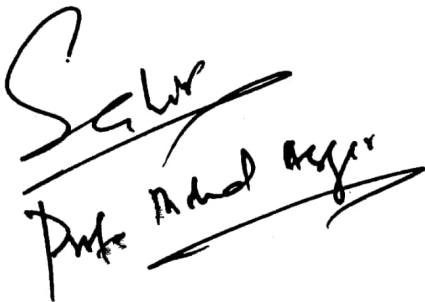
Participants: Principal, Development Committee/Advisory Committee

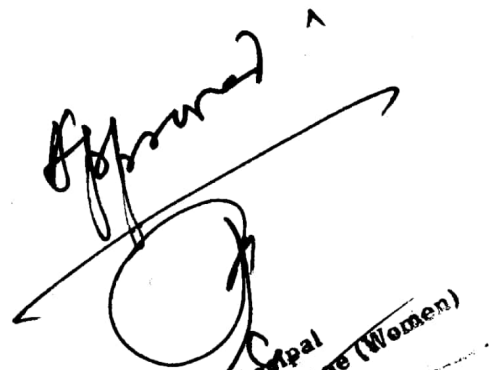
A meeting of College Advisory Committee/College Development Committee was held in the office of the worthy Principal regarding the Agenda mentioned above. The highlights of the meeting are as under:

- a. College Development Committee apprised all the participants that the college is under construction at an estimated cost of 1083.70 lacs but the executing agency has stopped the work in 2019 and has submitted a revised DPR to the HED for an amount of Rs. 1657.00 lacs for accord of Administrative Approval from Higher Education Department.
- b. The participants were given a detailed presentation regarding the status of construction works at the college.
- c. Since, the college is without a boundary wall and gate, and as such causes great inconvenience to the students and staff alike. The campus has become a grazing field for cattle and a good roaming place for stray dogs. Taking cognizance of the matter the Development Committee proposed that college should ask R&B Department and JKPC to prepare a DPR for the construction of boundary wall and Gate so that it could be submitted to HED as a separate component as the college can no longer wait for the revised DPR to get approval.

The meeting ended with vote of thanks from Convenor Development Committee

Signature of participants


Prof. Abdul Aziz


Principal
Govt Degree College (Women)
Kupwara

GDCWU/21/MOM-24
05-10-2021

GOVERNMENT
DEGREE COLLEGE(WOMEN)KUPWARA

Minutes of Meeting (Admission Committee)

Dated: 05-10-2021

Time: 02:00 PM

Venue: Principal Office

Agenda: Process of Admission of BG 3rd & 4th Semester batch 2020

Participants:

- i. Dr Fayaz Ahmad Lone (Principal)
- ii. Prof. Altaf Shah Syed (Convener)
- iii. Prof. Mohd Asgar khan (Member)
- iv. Dr. Luqman Amin (Member)
- v. Miss Afrooza Yousuf (computer Operator)
- vi. Mr. Mohd Rafiq Naikoo(computer Operator)

Minutes:

In view of the notification issued by the university of Kashmir for Admission in UG 3rd and 4th semester batch 2020 a meeting was held in the principal office to take stock of arrangement and preparations of admission process. Following are the highlights of meeting.

- ✓ The college will admit the students as per the guidelines of University of Kashmir.
- ✓ The career cum psychological cell of the college will assist the students in choosing the skill enhancement courses for 4th semester.
- ✓ It was decided to allot the Urdu language and Kashmir language as the modern Indian language to the students of 3rd and 4th semester.
- ✓ It was decided that only those students will be allowed to opt Urdu as MIL who don't have Urdu as a core subject.
- ✓ Miss Afrooza Yousuf will look after the whole process of admission. Convener Prof. Altaf Shah Syed is busy with the collection of data for students satisfaction survey(SSS) and conduct of UG 1st semester examination of Regular and fresh private batch 2021 and backlog batches of 2016-2020.

Submitted for Approval

Convener

Sahib

Luqman

Approved
Dr. Luqman Amin

Principal
Govt Degree College (Women)
Kupwara

GOVERNMENT
DEGREE COLLEGE(WOMEN)KUPWARA

Minutes of Meeting (Admission Committee)

Dated: 22-03-2021

Time: 02:00 PM

Venue: Principal Office

Agenda: Process of Admission of BG 1st and 2nd Semester batch 2021.

Participants:

- Dr Fayaz Ahmad Lone (Principal)
- Prof. Altaf Shah Syed (Convener)
- Prof. Mohd Asgar khan (Member)
- Dr. Luqman Amin (Member)
- Miss Afrooza Yousuf (computer Operator)
- Mr. Mohd Rafiq Naikoo (computer Operator)

Minutes:

In view of the notification issued by the University of Kashmir for Admission in UG 1st and 2nd semester batch 2021 a meeting was held in the principal office to take stock of arrangements and preparations of admission process. Following are the highlights of meeting.

- The admission should be granted purely on merit basis
- The college will admit the students only as per intake capacity as outlined by the Higher Education Department.
- Due care should be taken to facilitate the admissions of student from OBC/SC/ST/RBA/WUP/ALC and other reserved categories as per the provision of the University of Kashmir and the state government.
- The career cum psychological cell shall conduct a week long counseling session for freshers.
- For shortlisting of students a Google link should be created and made available on different social networking sites
- The merit list of all candidates will be notified on April 08 2021 at 05: 00PM.

Submitted for Approval

Convener

Approved
Principal
Govt Degree College (Women)
Kupwara

Syed

Mohd

By

GOVERNMENT
DEGREE COLLEGE(WOMEN)KUPWARA

Minutes of Meeting (College OBC/SC/ST, Financial Aid/Scholarship and Admission Committee)

Dated: 08-04-2021

Time: 10:30 AM

Venue: Principal Office

Agenda: Reservation in admission in UG 1st and 2nd Semester batch 2021 for OBC/SC/ST/RBA/ALC/WUP and other categories and financial help to the reserved category students and other poor students.

Participants:

- 1 Dr Fayaz Ahmad Lone (Principal)
- 2 Prof. Altaf Shah Syed (Convener)
- 3 Prof. Luqman Amin (Co-Convener OBC/ST/SC Committee)
- 4 Prof Mohd A'sgar Khan (Co-Convener Financial aid Committee)
- 5 Dr. Rayees Ahmad (Member)
- 6 Mr. Mohd Rafiq Naikoo (Computer Operator)
- 7 Ms. Afroza Yousuf (Computer Operator)

Minutes:

In view of the notification issued by the University of Kashmir for Admission in UG first semester batch 2021 a meeting was held in the Principal office to take stock of the preparation of admission and giving reservations and financial help to the OBC/SC/ST/RBA/WUP/ALC students and other deserving candidates. Following are the highlights of meeting:-

1. It was decided that the merit list of all the candidates i.e. General/ST/SC/ OBC/ RBA/ WUP/ALC and other categories who have applied to seek admission in this college will be notified today at 5:00 PM positively.
2. To provide financial help, the Financial Aid/ Scholarship Committee will collect applications from the deserving candidates belonging to ST/ SC/ OBC/ RBA/ WUP/ ALC/BPL/PHH/AAY/Orphan and poor.
3. The Convener Financial Aid/Scholarship Committee will scrutinize and verify the applications of deserving candidates and will draft a list of such candidates.
4. It was decided that the financial help to the deserving students will be provided as per the following criteria.
 - a) Orphan(General/ST/SC/OBC/RBA/WUP/ALC) ₹2000/ Candidate
 - b) PHH ₹ 2000/Candidate
 - c) BPL ₹1500/ Candidate
 - d) Orphan and PHH ₹2500/ Candidate

- e) Orphan and BPL ₹2500/ Candidate
- f) Orphan and AAY ₹2500/ Candidate
- g) Poor(General/ST/SC/OBC/RBA/WUP/ALC) ₹1500/ Candidate

5. It was decided that the Committee will verify the particulars of the candidates and furnish the list by or before 1st May 2021.

Submitted for Approval
Convener

Signature
Prof. Rajan

Signature
Dr. Rajan

Signature

Signature
Principal
Govt Degree College (Women)
Kupwara

GDLW/21/MOH-25
11-10-2021

GOVERNMENT
DEGREE COLLEGE(WOMEN)KUPWARA

Minutes of Meeting (Financial aid/Scholarship Committee)

Dated: 11-10-2021

Time: 02:00 PM

Venue: Principal Office

Agenda: Financial Aid to the students of UG 3rd and 4th Semester

Participants:

1. Dr Fayaz Ahmad Lone (Principal)
2. Prof. Altaf Shah Syed (Convener)
3. Prof. Mohd Asgar khan (Co-Convener)
4. Prof. Luqman Amin (Member)
5. Dr Rayees Ahmad Magray (Member)
6. Mr. Mohd Rafiq Naikoo(Computer Operator)

Minutes:

The meeting was held in the principal office and was attended by the College Financial Aid /Scholarship Committee. The highlights of the meeting are:-

Six students have applied for the financial help for completing their admission formalities of UG 3rd and 4th semester.

All the six applications were scrutinized and verified on spot by the committee

It was unanimously decided that the college will provide the sum of Rs=1500/ to each student as financial help, so that they can complete their admission formalities.

The Convener of the College Financial Aid /Scholarship Committee will collect the 16 digit account numbers from the students and will forward the case for further proceedings.

The amount will be credited to the accounts of the students before 20th October 2021.

Submitted for Approval

Convener

Syed
Prof. Asgar
khan

Luqman
Dr. Rayees

Approved
Dr. Rayees
Principal
Govt Degree College (Women)
Kupwara

GDCWU/21/mom-12
24-05-2021

GOVERNMENT
DEGREE COLLEGE(WOMEN)KUPWARA

Minutes of Meeting (Examination Committee)

Dated: 24-05-2021

Time: 02:00 PM

Venue: Principal Office

Agenda: Circular issued by Kashmir University No F(Cir) COE/KU/21 dated 06/05/2021 for conduct of pending/postponed Skill Enhancement paper/subjects of UG 5th semester regular and fresh private batch 2018 and backlog batches of 2016 & 2017.

Participants:

- I. Dr Fayaz Ahmad Lone (Principal)
- II. Prof. Altaf Shah Syed (Coordinator)
- III. Prof. Mohd Asgar khan (Member)
- IV. Prof. Tariq Ahmad Ganie (Member)
- V. Prof Luqman Amin
- VI. Dr Rayees Ahmad Magray
- VII. Mr. Mohd Rafiq Naikoo (Computer Operator)

Minutes:

The meeting was held in the principal office and was attended by the College Admission Committee and all permanent faculty members. The highlights of the meeting are:-

- I. The faculty members who are teaching the Skill Enhancement Papers of UG 5th Semester will frame an objective type question paper for their concerned subjects.
- II. The Coordinator Examination will frame a date sheet for the conduct of examination of pending Skill Enhancement Papers
- III. It was decided that the mode of examination will be online and weightage of marks will be as per the norms of University of Kashmir.
- IV. The question papers will be drafted/framed in the examination cell of the college.
- V. The establishment section and library of the college will provide all the support to the paper setters like computer, laptop, books etc

Submitted for Approval

Coordinator



Principal
Govt Degree College (Women)
Kupwara

GDCWU/21/MOM-14
26-06-2021

GOVERNMENT
DEGREE COLLEGE (WOMEN) KUPWARA

Minutes of Meeting (Examination Committee)

Dated: 26-06-2021
Time: 02:00 PM
Venue: Principal Office

Agenda: Conduct of examination of UG 3rd Semester regular and fresh private batch 2019 and backlog batches of 2016 & 2018 via online mode at college level in light of circular issued by Kashmir University No F(Cir) COE/KU/21 dated 21/06/2021

Participants:

- Dr Fayaz Ahmad Lone (Principal)
- Prof. Altaf Shah Syed (Coordinator)
- Prof. Mohd Asgar Khan (Member)
- Prof. Tariq Ahmad Ganie (Member)
- Prof. Luqman Amin
- Dr. Rayees Ahmad Magray
- Mr. Mohd Rafiq Naikoo (Computer Operator)

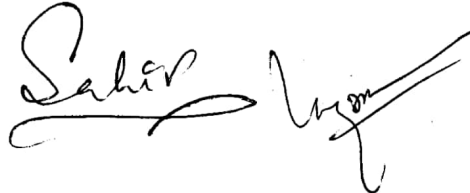
Minutes:

The meeting was held in the principal office and was attended by the College Examination Committee and all permanent faculty members. Following points were discussed in the meeting:-

- All the students who are not yet registered with the WhatsApp groups of 3rd Semester should be registered immediately by Coordinator Examination by or before 1st July 2021.
- The Coordinator Examination will frame a date sheet for the conduct of examination and should be sent to the students through WhatsApp.
- It was decided that the mode of examination will be online and weightage of marks will be as per the norms of University of Kashmir.
- The question papers should be objective type and should be sent to the students via Google form five minutes before the start of examination.
- The question papers will be drafted/framed in the examination cell of the college.
- The establishment section and library of the college will provide all the support to the paper setters like computer, laptop, books etc.
- The timing of the examination will be 12:00 Noon.

Submitted for Approval

Coordinator



Principal
Govt Degree College (Women)
Kupwara

GDCWU/21/MOM-26
12-10-2021

GOVERNMENT
DEGREE COLLEGE(WOMEN)KUPWARA

Minutes of Meeting (Examination Committee)

Dated: 12-10-2021

Time: 02:00 PM

Venue: Principal Office

Agenda: Conduct of examination of UG 1st Semester regular and fresh private batch 2021 and backlog batches of 2016 - 2020.

Participants:

- Dr Fayaz Ahmad Lone (Principal)
- Prof. Altaf Shah Syed (Coordinator)
- Prof. Mohd Asgar khan (Member)
- Prof. Tariq Ahmad Ganie (Member)
- Prof Luqman Amin
- Dr Rayees Ahmad Magray
- Mr. Mohd Rafiq Naikoo (Computer Operator)

Minutes:

The meeting was held in the principal office and was attended by the College Examination Committee and all permanent faculty members. Following points were discussed in the meeting:-

- Prof Mohd Asghar Khan and Prof Altaf Shah Syed (Coordinator Examination) will be the superintendents of Centre number 193 and 194 respectively.
- All the Academic Arrangement teachers will be included in the supervisory staff along with other permanent faculty members.
- The supervisory staff/invigilators will make necessary announcement before the distribution of Question papers about the batches and their question papers.
- The seating arrangement should be made keeping in view the social distancing.
- Wearing of a face mask is mandatory for students and staff.
- Nobody should be allowed to enter in the examination hall without a face mask.
- Sanitizer should be made available in all examination centers.

Submitted for Approval

Coordinator

Scholar

Magray

Naikoo

Principal

Principal
Govt Degree College (Women)
Kupwara

GOVERNMENT DEGREE COLLEGE WOMEN KUPWARA

Minutes of the meeting:


(Grievance Redressal/Internal Complaint Committee)

Agenda: Installation of a Complaint Box in the campus.

Date: 19-07-2021

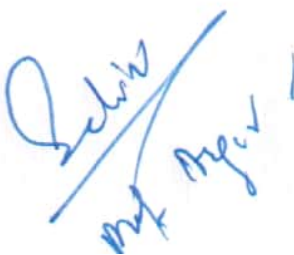
Participants: All permanent members of the teaching faculty.

A meeting of College Grievance Redressal/Internal Complaint Committee was held in the staff room regarding the installation of a complaint box in the campus. The committee felt that the students of the college feel shy to convey their grievances directly, so the committee decided to put forth the proposal of installing a complaint box outside the staff room where students can put in their complaints for the redressal. Moreover, the committee deemed it necessary to make the announcement regarding this development in classrooms, so that everyone may be made aware about the same. The committee will decide all the complaints on fortnightly basis and shall maintain a register of all the complaints received and disposed-off.



Convenor

Grievance Redressal/Internal Complaint Committee



Prof. Tariq Ah. Gyanai

Dr. Rayees Ah.




GOVERNMENT DEGREE COLLEGE WOMEN KUPWARA

Minutes of the meeting:

(Grievance Redressal/Internal Complaint Committee)

Agenda: Redressal of a grievance the non-availability of automatic hands-free sanitizer dispensers.

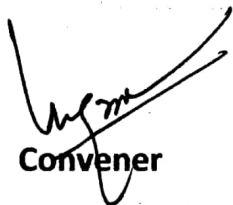
Date:13/10/2021

Participants: All permanent members of the teaching faculty.

A meeting was held in the staff room on 13/10/2021 under the Convener Grievance Redressal/Internal Complaint Committee to redress the abovementioned issue.


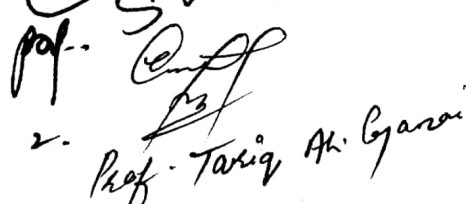

After the resumption of classwork in offline mode, the students of the college had forwarded a complaint regarding the non-availability of automatic hands-free sanitizer dispensers in the Academic Block. They had mentioned that as the threat of Covid-19 still loomed large, automatic hands-free sanitizer dispensers were a must thing.

Subsequently, The College Grievance Redressal/Internal Complaint Committee held a meeting and then discussed the issue with the principal of the college who agreed to procure two-three automatic hands-free sanitizer dispensers for the Academic Block.

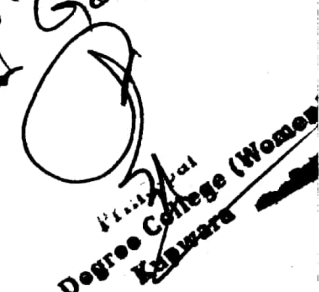


Convener

Grievance Redressal/Internal Complaint Committee

- 
1. Prof. S. Dhillon
- 
2. Prof. Tariq Ah. Gyarai
- 
3. Dr. Ramesh
- 4.

Approved. g.c Gen
order to purchase
Govt Degree College (Women)
Kupwara



Prof. Arif

Cultural/ Debates and Seminar committee

GOVERNMENT DEGREE COLLEGE (WOMEN)
KUPWARA

Minutes of the meeting

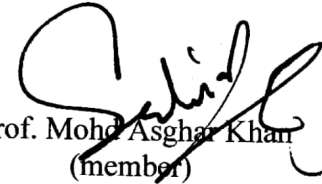
A meeting of the College Seminar Committee/Psychological cum Career Counseling and Placement Cell of the college was held on 06/02/2021 to review the preparations for the conduct of seminar on *Women Entrepreneurship in Rural Areas: Problems and Prospects* on 17/02/2021. The meeting decided that the program be conducted in offline mode taking full precautionary measures to prevent spread of Covid-19. It was decided that only a limited number of interested students shall be allowed to attend the program who will be required to register the names with Prof. Tariq Ahmad Ganai, The Convener appraised the committee members that Dr. Hilal Ahmad Mir, Assistant Professor Economics GDC Boys Kupwara has already agreed to deliver expert lecture on the said topic.

The meeting ended with vote of thanks by Prof. Tariq Ahmad Ganai.

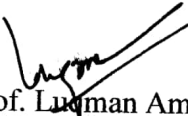
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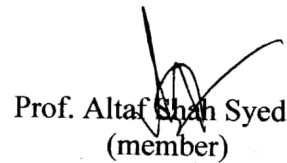
Prof. Tariq Ahmad Ganai
(Convener Cultural/Debates and Seminars)



Prof. Mohd Asghar Khan
(member)



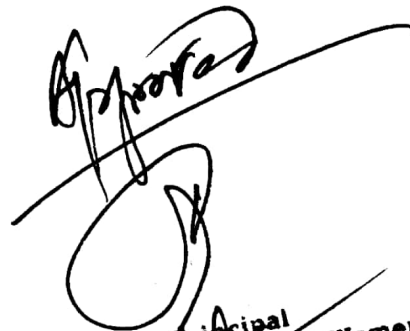
Prof. Luqman Amin
(member)



Prof. Altaf Shah Syed
(member)



Prof. Rayees Ahmad Magray
(member)



Principal
Govt Degree College (Women)
Kupwara

GDCWU/21/Mon-22
30-09-2021

Cultural/ Debates and Seminar committee

GOVERNMENT DEGREE COLLEGE (WOMEN)
KUPWARA


Minutes of the meeting

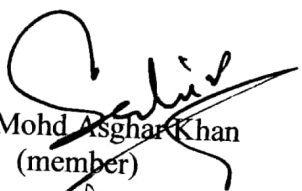
The College Cultural/Debates and Seminars Committee held a meeting on 30/09/2021 in the staff room to discuss a proposal by Department of Environment Science and Zoology for celebration of the Wild Life Week.

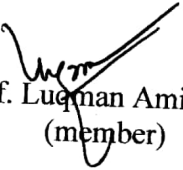
In this regard, the Committee decided to conduct the program on the theme: *Himaliyan Bio resources: An Ecological Perspective*.

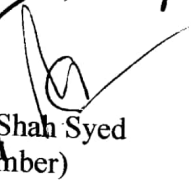
The program will be held in the first week of October 2021 at GDC (Women) Kupwara and refreshment will be provided to the students of the college. It is decided to invite Prof. Sajad Ahmad Paray, Assistant Professor Department of Zoology, Baba Ghulam Shah Badshah University for the expert lecture on the above mentioned theme. The meeting ended with the vote of thanks by Prof. Tariq Ahmad Ganai.

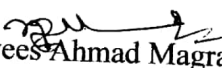
Submitted for the approval:



Prof. Tariq Ahmad Ganai
(Convener Cultural/Debates and Seminars)


Prof. Mohd Asghar Khan
(member)


Prof. Luqman Amin
(member)


Prof. Altaf Shah Syed
(member)


Prof. Rayees Ahmad Magray
(member)


Principal
Govt Degree College (Women)
Kupwara

GOVERNMENT DEGREE COLLEGE (WOMEN) KUPWARA

Minutes of Meeting of College Discipline/Anti-Ragging Committee

Date: 09-04-2021

Time: 11:30 AM

Venue: Staff Room

Host: Dr Rayees Ahmad Magray

Participants:

- Dr Rayees Ahmad Magray (Convener)
- Prof Mohd Asgar Khan (Member)
- Prof Luqman Amin (Member)
- Prof Altaf Shah Syed (Member)
- Prof Tariq Ahmad Ganaie (Member)

Minutes:


In view of the fresh admissions for the academic session 2021, the college discipline/anti-ragging committee convened a meeting in the college staffroom and the following important resolutions were made.

- That the college *Code of Conduct* shall be updated with provisions of Covid-19 pandemic preventive guidelines.
- The updated Code of Conduct shall be made public by displaying it on notice board and pasting it in the lecture halls.
- The committee will ensure that the provisions of the Code of Conduct especially with regard to Ragging of freshers are strictly followed.
- Disciplinary action against any kind of ragging or harassment of new comers was unanimously advocated.
- It was decided that the college dress-code for the academic year 2021 shall remain unchanged.

Submitted for approval.


Convener

Discipline/Anti-Ragging Committee


Principal
Govt Degree College (Women)
Kupwara







GOVERNMENT
DEGREE COLLEGE(WOMEN)KUPWARA

Minutes of Meeting (Medical Aid Committee)

Dated: 26-03-2021
Time: 10:00 AM
Venue: Principal Office

Agenda:-Purchase of Medicine and availability of first aid in College.

Participants:

Dr Fayaz Ahmad Lone (Principal)
Prof. Altaf Shah Syed (Coordinator)
Prof Luqman Amin (Member)
Dr Rayees Ahmad Magray (Member)
Ms Nazima Bano (Helper)

Minutes:


The meeting was held in the principal office and was attended by the College Medical Aid Committee. Following points were discussed in the meeting:-

- 1) The medicine available in the college has expired and the new medicine should be arranged before the start of class work.
- 2) BMO Kupwara/ADMO AYUSH Unit Kupwara may be requested to provide required medicines.
- 3) The Convener Medical Aid Committee will forward a requisition of medicine/medical items dully attested by a doctor.
- 4) The vending machines provided by the district administration to the college will be installed in the new lavatory blocks of the college tomorrow.
- 5) Wearing of a face mask is mandatory for students and staff. No one should be allowed to enter in the college premises without a face mask.

Submitted for Approval

Convener


Convener


Principal
Govt Degree College (Women)
Kupwara

EDC/NK/21/MOM-18
01-09-2021

GOVERNMENT
DEGREE COLLEGE(WOMEN)KUPWARA

Minutes of Meeting (Medical Aid Committee)

Dated: 01-09-2021

Time: 02:00 PM

Venue: Principal Office

Agenda: Covid-19 Vaccination drive in the college.

Participants:

- Dr Fayaz Ahmad Lone (Principal)
- Prof. Altaf Shah Syed (Coordinator)
- Prof Luqman Amin (Member)
- Dr Rayees Ahmad Magray (Member)
- Ms Nazima Bano (Helper)

Minutes:

The meeting was held in the principal office and was attended by the College Medical Aid Committee. Following points were discussed in the meeting:-

- a. The college will start Covid-19 Vaccination drive for students and staff in the college.
- b. A letter was forwarded to the Chief Medical Officer Kupwara for deputing a medical team to carry out vaccination drive.
- c. It was decided to announce/broadcast the vaccination drive in Shaherbeen Radio Kashmir Srinagar and a letter was dispatched to In-charge Program Shaherbeen Radio Kashmir Srinagar.
- d. Prof Altaf Shah Syed and Ms Kulsooma will assist the medical team.
- e. The vaccination drive will be carried out till all the staff members and students are vaccinated.
- f. The college will install handsfree sanitization dispenser in the college.
- g. Hand sanitizers, Facemasks and other allied items should be made available in the college keeping in view the start of offline classes.
- h. Vaccinated Staff and students are directed to deposit Covid-19 vaccination certificate in the college.

Submitted for Approval

Convenor



Principal
Govt Degree College (Women)
Kupwara

Gnew 4/21/ mom-1
20-08-2021

GOVERNMENT
DEGREE COLLEGE WOMEN KUPWARA

'Minutes of Meeting' (RUSA)

Dated: 20-08-2021

Venue: Principal Chamber

Time: 01:15 pm

A meeting of RUSA Committee, Advisory Committee and College Purchase Committee was held under the chairmanship of Principal in his office chambers. Following are the decisions/actions taken in the meeting.

1. The Coordinator RUSA Committee apprised all the participants about the status of RUSA funds as on date. A detailed progress report was shared amongst all for perusal.
2. Suggestions were sought from the participants regarding the procurement, and it was unanimously decided that RFID system for the library may be purchased.
3. The purchase committee suggested that an e-tender would be floated for the procurement and commissioning of RFID system for the library.
4. Further it was decided that purchase orders shall be issued to empanelled books sellers, with a maximum cap of Rs. 50,000/-
5. The convenor Library, who was present there, was directed by the worthy principal to prepare the final list of books to be purchased and issue supply orders.
6. Sports convenor was directed to seek the assistance of PTIs from neighbouring colleges regarding the procurement of Sports equipment and infrastructure.
7. It was further pressed upon all by the worthy principal that since there was continuous pressure from RUSA Directorate regarding the utilization of fund, all the committee convenors must ensure the utilization of funds at an earliest.

The meeting ended with a vote of thanks from Staff secretary.

Signatures of participants

Prof. Mohd. Asghar

Prof. Sadiq

Agreed
Opposed

[Handwritten signature]

[Handwritten signature]

Principal
Govt Degree College (Women)
Kupwara

GDCW/21/MOM-21
25-09-2021

GOVERNMENT
DEGREE COLLEGE WOMEN KUPWARA

Minutes of Meeting (RUSA)

Date: 25-09-2021

Time: 03.00 pm

Place: Principal Chamber

Agenda: Cancellation of e-Tender

Following are the highlights of the meeting of Purchase Committee and RUSA committee that was held in the office of Principal.

1. At the outset the worthy principal sought to know the status of e-tender for RFID system.
2. College Purchase committee Convenor brought to the notice of worthy principal the poor response received to the e-tender floated for the Supply and installation of RFID Library System.
3. It was also discussed in the meeting that due to some technical issues and poor response the e-tender need to be cancelled, to which worthy Principal finally agreed after much discussion.
4. As the e-tender was cancelled, it was decided that a fresh tender would be floated on GeM portal regarding the purchase and commission of RFID system, which was agreed upon by all the participants.
5. Library Convenor informed the worthy principal and other participants that the book lists have been finalised and as such was directed by the worthy principal to issue purchase orders to the booksellers within a week's time.
6. Convenor RUSA committee was reprimanded for not furnishing list of items for sports procurement, and was directed to furnish the same within a week's time.

The meeting ended with vote of thanks from staff secretary.

Signatories

Agreed
Sachin
Prof. M. D. Singh
Prof. Syed Bilal
me
Principal
**Govt Degree College (Women)
Kupwara**

KUPWARA

Minutes of Meeting of College Library Committee

Date: 25-6-2021

Time: 01:00 PM

Venue: Principal Chamber

Host: Dr Rayees Ahmad Magray

Participants: All permanent and Temporary members of the teaching faculty.


Agenda: Purchase of Books for College Library.

Minutes:

In view of the allotments received from Higher Education Department, a meeting of the College Library committee was convened in the Principal's office on 25/06/2021 and following are the highlights of the discussion:

- Every department shall prepare a list of books within a week's time and submit the same with Convener library committee for timely purchase of books for the college library.
- The booklist shall be prepared keeping in view the university syllabus especially for the newly introduced skill enhancement courses.
- The convener impressed upon all HoDs to visit the library and go through the list of books already existing in the library to avoid duplication and ensure purchase of new titles.
- It was decided that more number of books shall be procured for Botany, Zoology, Chemistry and Home Science as the subjects have recently been introduced in the college.
- The committee decided that an EOI shall be floated for inviting interested vendors for supply of the recommended books only after list of books from all HoDs are received by Convener Library.
- It was decided that only the latest edition, preferably paper-bound Indian edition/re-prints be purchased.

Submitted for approval.


Convener


Library Committee




Sahir






Govt Degree College (Ward No. 1)
Kupwara

e1DCHK/21/MOM-16
14-08-2021

GOVERNMENT DEGREE COLLEGE (WOMEN) KUPWARA

Minutes of Meeting of College Library Committee

Date: 14-8-2021

Time: 01:00 PM

Venue: Principal Chamber

Participants:

- Dr Rayees Ahmad Magray (Convener)
- Prof Mohd Asgar Khan (Member)
- Prof Tariq Ahmad Ganaie (Member)
- Prof Luqman Amin (AP English)
- Prof Altaf Shah Syed (AP Education)
- Dr. Mohd Iqbal Bhat (Chief Librarian GDC Kupwara).
- Mr. Shabir Ahmad Banday (Library Assistant)

Agenda: Empanelment of Book Sellers for supply of books.


Minutes:

Consequent upon the EOIs received from interested book suppliers, a meeting of the College Library committee was convened in the Principal's office on 14/08/2021 for opening of EOIs and empanelment of suppliers for the year 2021. The highlights of the meeting are as under:

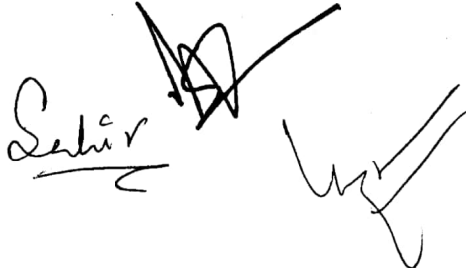
- It was revealed that a total of 30 booksellers participated in the EOI. Of these, only 16 booksellers, who had quoted the highest discount rates, were empanelled.
- The highest discount rates offered by the empanelled suppliers are 47.5% for Indian Hardbound; Indian Paperback 35.5%; Foreign Hardbound 35% and Foreign paperback 27%.
- It was decided to issue supply orders to the empanelled booksellers with immediate effect to ensure timely purchase of the said books.
- The committee recommended that the Terms and Conditions should clearly be outlined in the supply orders to ensure that the purchases are done in time and
- The committee members impressed upon the convener to ensure that only titles mentioned in the recommended booklist be purchased. In this regard the convener directed the library assistant to accept the supplies only after tallying the bills with the furnished booklists.

The meeting ended with vote of thanks by Dr Rayees Ahmad Magray.


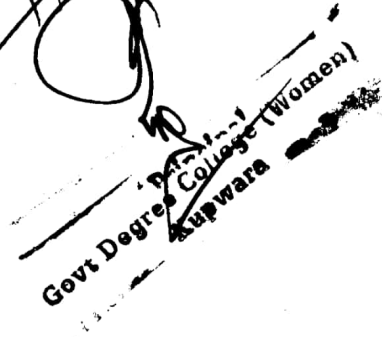
Submitted for approval.


Convener

Library Committee





GDCWU/21/MOM-11
12-04-2021

GOVERNMENT
DEGREE COLLEGE(WOMEN)KUPWARA

Minutes of Meeting (Classwork Monitoring Committee)

Dated: 12-04-2021

Time: 02:00 PM

Venue: Principal Office

Agenda:- Monitoring of Online Class work

Participants:

1. Dr Fayaz Ahmad Lone (Principal)
2. Prof. Altaf Shah Syed (Convener)
3. Prof Mohd Asgar Khan (Member)
4. Dr Rayees Ahmad Magray (Member)
5. Mr Mohd Rafiq Naikoo (Computer Operator)

Minutes:

The meeting was held in the Principal office and was attended by the Class work Monitoring Committee. Following points were discussed in the meeting:-

- i. Prof. Altaf Shah Syed will keenly monitor the online classwork of all the semesters.
- ii. Time table for online classwork should be framed and forwarded to students and teaching faculty via various social networking sites.
- iii. It was decided that only wise app should be used for online classes for the convenience of the students.
- iv. All the teaching faculty members (Permanent/Academic Arrangement/Guest Faculty) should submit the attendance to the convener classwork monitoring committee at the end of each month.
- v. Salary/renumeration of the teaching faculty will be released only after submission of the attendance.

Submitted for Approval

Convener

Dr. Rayees
Prof. Asgar

Approved
Principal
Govt Degree College (Women)
Kupwara

GOVERNMENT
DEGREE COLLEGE(WOMEN)KUPWARA

Minutes of Meeting (Transport Committee)

Dated: 26-03-2021

Time: 02:00 PM

Venue: Principal Office

Agenda:- Provision of transport facility to the students.

Participants:

1. Dr Fayaz Ahmad Lone (Principal)
2. Prof. Altaf Shah Syed (Convener)
3. Prof Mohd Asgar Khan (Member)
4. Dr Rayees Ahmad Magray (Member)
5. Mr. Showkat Ahmad Changa (Member)

Minutes:

The meeting was held in the Principal office and was attended by the College Transport Committee. Following points were discussed in the meeting:-

- ✓ The college will start bus service from college to different routes for convenience of students.
- ✓ A driver will be hired by the college on need basis for driving the college bus.
- ✓ An identity card will be issued to those students who will avail the bus services and will be treated as boarding card.
- ✓ Mr. Showkat Ahmad Changa will maintain the log book of the bus on daily basis.
- ✓ Mr. Mohmad Rafiq Naikoo will renew all the documents of the bus before 4th April 2021.
- ✓ Mr. Farooq Ahmad Mochi will assist the bus driver till college will make some arrangement.

Submitted for Approval

Convener

Approved by
Showkat Ahmad Changa

Principal
Govt Degree College (Women)
Kupwara

Government Degree College Women Kupwara

Minutes of the meeting:

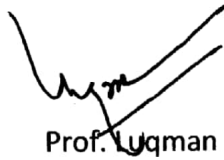
(College PMSSS Committee)

Agenda: Establishment of PMSSS Committee.

Date: 08-09-2021

Participants: All permanent members of the teaching faculty.

A meeting of the college teaching faculty was held in the Principal Chamber regarding the establishment PMSSS Committee. As this college was for the first time identified as the Verification cum Facilitation Centre for the PMSSS Scheme, there was a need to establish a committee for the same to carry out the verification cum facilitation process smoothly. It was decided that Prof. Luqman Amin shall act as the convener of this committee for the session 2021-22 with Prof. Altaf as the co-convener and Mr. Rafiq Ahmad Naikoo as the computer assistant. The room for the facilitation center was identified and the store keeper was directed to provide A/O computer and printer to the facilitation center. It was further decided to get flex banner as designed by AICTE, printed and fixed on the college academic block and the rubber stamp made by a printing press at an earliest. The I/C Genset was directed to keep uninterrupted power supply available to the facilitation center.



Prof. Luqman Amin

(Convener)



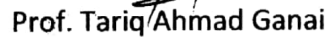
Prof. Mohd Asgar Khan



Prof. Altaf Shah Syed



Prof. Rayees Ahmad Magray



Prof. Tariq Ahmad Ganai



Principal
Govt Degree College (Women)
Kupwara